Elite Performers
In Coquitlam
Program
(EPIC)

Contact:
Your Middle School Counsellor or Administrator
Purpose

The purpose of the SD43 Elite Performers Program is to facilitate families and schools working in partnership to ensure that students who are elite performers in athletics, theatre, music, dance and modelling are able to build educational programs that maximize success as students transition to Secondary School, work towards meeting Graduation Program requirements, post secondary goals, and achieving their potential in their discipline.

It is important to note that the Required Areas of Study in an Educational Program (curriculum) and Graduation requirements are established by the BC Ministry of Education and post secondary requirements are established individually by each post secondary institution. These requirements cannot be altered via participation in the SD43 EPIC program.

Audience

• Students who are competing or performing at a provincial, national or international level as identified by the standards of the governing body.

• Students who are recognized as being in the top 10% in their discipline in the province, the country or the world as identified by the governing body.

• Students whose participation in a discipline is required, as a function of their level of skill and their discipline as described by their governing body, to miss scheduled schooling on a regular basis, or for long periods of time, in such a manner that their educational success is compromised.

Key Program Benefits and Limitations

1. Assignment of an “advisor-counsellor” who will:
   a) Liaise between parents, student, school personnel and outside coaches / instructors
      i. With particular focus on planning and managing absences
   b) Fully inform family of all educational programming options and limitations in order to facilitate academic success* and development in the chosen discipline.
      i. Home room and Team placement for scheduling with respect to Explorations
      ii. Other schools that could better fit the student's schedule
      iii. Summer learning
      iv. Coquitlam Open Learning
      v. Scheduling and course requirements for ease of practice, competition and performance

* At no time will educators provide an educational program to a student whereby the student or their family is expected to “teach themselves.” In order for a student to earn credit for their learning they must provide evidence, often in the presence of the teacher, and participate in learning activities as outlined by the teacher.

   c) Ensure families have all relevant and necessary program and criteria information to attain and maintain EPIC status;
   d) Pro-actively communicate with enrolling teachers regarding the student's status as an athlete or a performing artist;
      i. Share all programming requirements – flexibility, training schedules etc
e) Provide stress management and scheduling support at highly demanding times in the year.

2. Expansion and flexibility in educational programming

3. Customized program planning
   a) Reviewed and updated on a semi-annual basis

4. Long range advising and educational programming in conjunction with the high school

5. Customized learning schedule to suit training and performance/competition schedules
   a) Flexible assignment deadlines, rescheduling of class exams and other assessments, and if appropriate as determined by the educator, preparation of assignments prior to departures

6. Ongoing monitoring of academic progress

7. Scheduled Support Block **where possible and appropriate**

8. Student remains registered at their home school with their peers in most cases.*

*As secondary and middle school timetables are built to reflect the needs of the overall learning community it is not always possible to meet the highly specialized needs of an elite performer in their home school. Where this is the case, and COL cannot meet the learning needs, the counsellor/advisor will work with the family to find other options within the SD43 secondary and middle school community.

**Eligibility**

The SD43 Elite Performers in Coquitlam Program (EPIC) is open to artistic or athletic performers, as described in the purpose statement, who are seriously committed to their education and training and are competing or performing in the top categories of their discipline as identified in official documentation provided by their governing bodies.

Admission will be based upon:
1. Student’s record of artistic or athletic achievement. Current rank/level and past performances or competitions will be considered.
2. Student’s record of academic achievement – only to monitor for success
3. External coach’s / instructor’s / teacher’s / agent’s recommendations
4. Completed application
5. Meeting criteria for Performer Levels 1 or 2
6. Annual update of EPIC documentation including: current level of performance, revised training and competition schedules, and coach’s letter of recommendation.

**Academic Achievement:**

Students are expected to maintain a satisfactory level of academic achievement and meet all educational requirements for their grade level. Work habit evaluations must be “Satisfactory” or better
for all courses. Absences, other than those which occur as a result of training / competitions / performances or illness, must be kept to a minimum.

**Levels, Credits and Programming Options**

1. **Levels**

   a) **Level 1 Performer**
   - The following is the criteria describing a Level 1 performer
     1. Requires the assistance of an advisor-counsellor on an ongoing basis throughout the year
     2. Absent from school on a regular basis, and/or may be absent for extended periods of time
     3. Trains in excess of 20 hours a week under the supervision of certified coach / instructor (documentation of status may be requested)

   b) **Level 2 Performer**
   - The following is the criteria describing a Level 2 performer
     1. Requires the assistance of the advisor-counsellor on an ongoing basis throughout the year
     2. May be absent from school on a regular basis, and/or may be absent for approximately 5-10 days per semester
     3. Trains in excess of 15 hours per week under the supervision of a certified coach / instructor (documentation of status may be requested)

2. **Class Programming Options**

   Students are required to meet all Ministry of Education requirements. EPIC advisor-counsellors will work with students and their families to build a program that maximizes academic learning, success in the student’s discipline and stress management. Programming may involve any combination of the options below.

   a) Traditional face to face class at the home school with individualized programming
   b) Traditional face to face class at another SD43 school offering a more appropriate program schedule
   c) Technology assisted learning in the home school or another SD43 school
   d) Blended instruction in distributed learning classes through Coquitlam Open Learning – a mix of face to face classes with technology assisted learning
   e) Coquitlam Open Learning – where a student requires a completely customized and likely on-line learning program – when attendance is heavily impacted – then the advisor-counsellor from the home school will work in consultation with COL to design the most appropriate program.
COQUITLAM SCHOOL DISTRICT 43

ELITE PERFORMERS IN COQUITLAM
(EPIC)

APPLICATION FORM MAY BE SUBMITTED AT ANY TIME

Before you hand in your application – please ensure you can provide formal documents directly indicating your level of performance and that you have read all expectations. All applications must be accompanied by the coach’s / instructor’s / agent’s letter of recommendation.

Please ensure you have reviewed the EPIC Information and Criteria package. Email your school counsellor or administrator if you have questions.

Applications are being accepted on an ongoing basis.
Thank you for your interest in the Coquitlam School District Elite Performers in Coquitlam (EPIC) Program. This package includes information that you and your family will need to know. The Information and Criteria package should be studied to ensure student criteria are met and that families understand the flexibility, options, expectations and limitations of the EPIC program.

We are now accepting applications on an ongoing basis. If you wish to be considered for admission to the program please submit the following information:

1. A completed application form.
2. Formal documentation indicating your current level of performance – on letterhead with organization signature.
3. A letter of recommendation from your coach/ instructor/ agent, or sport’s governing body. The letter of recommendation, copy enclosed, should include a detailed outline of your involvement in your specialty area as per the EPIC purpose statement. It must contain an accurate statement regarding level/ranking and a schedule listing the hours each day of the week spent on training or instruction.
4. A resume outlining your specialty activities for the year of the application.
5. A copy of your most recent report card.

Once all the documentation has been received, applications will be reviewed by the program coordinator and notification letters sent to families. Accepted applicants will then contact their school’s advisor-counsellor to begin educational program discussions.

An applicant will not be considered registered unless all documentation has been submitted.

If you have any questions, please contact your school counsellor or administrator.

Applications are to be sent to your school counsellor or administrator.

CHECKLIST OF DOCUMENTATION (these must be included to fully complete an application)

- [ ] Letter from Coach/Instructor/Organization
- [ ] Recent Report Card
- [ ] Days, start and end times for training sessions
- [ ] List of recent competition / exam standings
SD43 Coquitlam – EPIC Application Form

Students are to complete sections A and B, as well as the appropriate specialty page.

A. Student Name: ____________________________________________________________

                            Last    First

Date of Application: ______________________   School year for EPIC program entry: __________

Home Address: ______________________________________________________________

Postal Code: ______________________   Parent email address: ______________________

Parents’/Guardians’ Names_______________________  ______________________

                            Mother    Father

Home Phone #____________________   Parents’ Work #__________________________

Do you live with someone other than your parents (billets)?  Yes   No

If yes, billets name________________________________________________________

Address of billet family____________________________________________________

Postal Code: ______________________   email address: __________________________

Phone #______________________________________________________________

New Student - Yes____   No____   Student #______________________________

Current Grade Level ___________  French Immersion

School as of upcoming September

                            Montessori

                            International Baccalaureate Pr.

                            Talons

                            Other

After reviewing the information on Level 1 and 2 performers in the EPIC Criteria and Information package, please circle which level best describes you:

Level 1   Level 2

Please circle in which area you train:

Athletics   Dance   Music   Acting   Other (explain below)

Specify your specialty (discipline/activity): ________________________________________
B. General – To be completed by the student

1. What are your specialty goals for the year you wish to be considered for the EPIC program?

2. What are your long-term goals regarding your specialty?

3. What are your educational goals?

4. What makes you a good candidate for the EPIC Program?

5. Why do you think the EPIC Program would be an asset to you?

Additional Comments from Parent:
I have read and accept the guidelines in the **EPIC Information and Criteria package specific to middle or secondary schools**. I understand that in order to be given fair consideration for the program, specific information given (by applicant and coach/instructor) must be accurate. Should I not abide by the conditions listed, I am aware that I risk being withdrawn for the program.

Also, I understand that I am to be in regular contact with my EPIC advisor-counsellor in order to update changes/ additions to specialty schedules.

Signature of Applicant: ____________________________ Date: ________________________

Signature of Parent/Guardian: ________________________________
Specialty – ATHLETICS

In which sport do you compete?
______________________________________________________________

Name of team / organization?
______________________________________________________________

Name of Coach/ Instructor: __________________________

Phone # ______________________

Name of parent or provincial association: _________________________

Do you compete in a league?  Yes  No

If yes, where? _______________________________________________________

Where do you train? _________________________________________________

What is the highest level at which you competed during the past year?
   Provincial  National  International

Name of event(s): (please add as separate page if needed)
______________________________________________________________

Location: _________________________________________________________

Placing: __________________________________________________________

Do you train in the summer?  Yes  No

Which is your heaviest season for training?
   Fall  Winter  Spring  Summer

Which is your heaviest season for competition?
   Fall  Winter  Spring  Summer

Your heavy training / practice, competitive period includes the months of:
________________________________________________________________

Your off-season period includes the months of ________________ to ________________.
In the spaces below, please indicate the start and end times that you train/practice on those particular days and total number of hours. **These hours are under the supervision of a coach/instructor.**

**Applications will not be reviewed without session start and end times.**

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Specialty – DANCE

In which area of dance do you specialize?

- Ballet
- Jazz
- Lyrical
- Musical Theatre
- Modern
- Tap
- Other, please specify: ____________________________

At what level do you dance? (To be confirmed in instructor’s recommendation)

- Intermediate
- Advanced
- Semi-Professional

Name of Dance School ______________________________

Name of Instructor (contact person) ____________________________

Do you belong to a Senior Dance Company? Yes No

If yes, name the company: ____________________________

Did you tour last year with the company? If yes, explain: ____________________________

At which level(s) did you compete during the last year? (You may circle more than one)

- Local
- Provincial
- National
- International

Indicate the highest level of competition:

- Name the event/ location (please add as separate page if needed)
  ____________________________

- Placement (results) ____________________________

Do you train in the summer? Where? ____________________________

Which is your heaviest season for training?

- Fall
- Winter
- Spring
- Summer

Which is your heaviest season for competition?

- Fall
- Winter
- Spring
- Summer

Your heavy training / practice, performance period includes the months of:

___________________________ to ____________________________

Your off-season period includes the months of ____________________________ to ________
In the spaces below, please indicate the start and end times that you train/practice on those particular days and total number of hours. **These hours are under the supervision of a coach/instructor.**

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Specialty – MUSIC / PERFORMING ARTS (Actor, Model, Singer, Musician)

In which area do you specialize? ____________________________________________

Do you play an instrument? If yes, which one? ________________________________

Do you play more than one instrument? If yes, what other instrument(s)?
________________________________________________________________________

Do you study in more than one discipline? Yes No

What grade (Royal Conservatory / Western Board of Music) are you in?__________

Name of music / acting / modelling school ____________________________________

Name of Instructor/ Agent: ________________________________________________

Phone #________________

Are you currently taking history? Yes No If yes, grade_____________________

Are you currently taking harmony? Yes No If yes, grade_____________________

At which level(s) did you compete during the past year? (you may circle more than one)
       Regional   Provincial   National   International

Indicate the highest level of competition:

➢ Name of event/location (please add as separate page if needed):
________________________________________________________________________

➢ Placement (standing): _________________________________________________

Do you train / compete / audition / film in the summer? Yes No

If yes, where? ___________________________________________________________

Which is your heaviest season for practice / training / auditioning / filming?

       Fall   Winter   Spring   Summer

Which is your heaviest season for competition / performing?

       Fall   Winter   Spring   Summer

Your heavy training/practice, performance period includes the months of:
________________________________________________________________________ to  _____________________________________________________________________
In the spaces below, please indicate the start and end times that you train/practice on those particular days and total number of hours. **These hours are under the supervision of a coach/instructor/teacher/agent.**

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LETTER OF RECOMMENDATION

This form is to be completed by a (an) Coach / Sport’s Governing Body / Instructor / Teacher / Agent.

Please ensure formal documentation – signed, on organization letterhead, can be provided verifying level of performance by the parent/provincial organization.

Re: ______________________________________________

The above named student is applying to the Elite Performers in Coquitlam Program offered by SD43 Coquitlam. The program has been established to accommodate student athletes, musicians, singers, dancers, actors or models who are competing / performing at a provincial, national, or international level.

Acceptance to the program requires a reference letter of recommendation. It is important to be very specific. A detailed outline of the applicant’s involvement in their specialty area is required to ensure the student is given fair consideration. Please indicate the level, if applicable, along with the highest accomplishments (event), and the hours of practice / training under your supervision as precisely as possible. (Travel time is not to be included with the practise hours). Attach additional pages if required.

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Signed: ____________________________

Middle Elite Performers Program
Program Information, Criteria and Application Form