

SparkPod Education Society
**Teacher-Led Tutoring For
Home-Schooled Students**

SPARKPOD[™]
EDUCATION SOCIETY

2026–2027 Academic Year
Kindergarten to Grade 6

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Program Philosophy

At SparkPod Education Society, families are recognized as the primary guides in their children's education, well-being, and personal development. Our role is to support parents through a teacher-led, home education model that emphasizes collaboration, respect, and thoughtful learning.

We are committed to:

- Honest and open communication
- Shared decision-making with families
- Creating a safe, nurturing, and academically supportive environment

Parents are encouraged to be actively involved in their child's education by supporting learning at home and volunteering in the classroom when appropriate and mutually agreed upon.

Admissions Process

1. Understanding Your Child

All families are required to participate in a parent-teacher meeting either before or shortly after submitting an application. This meeting is a mandatory part of the admissions process and allows us to:

- Learn about your child's learning style, strengths, and needs
- Provide a detailed overview of the SparkPod Education Society's Home Education Program
- Ensure the program is an appropriate and supportive fit

Our goal is to create an environment where each child receives appropriate attention and care within a small-group, teacher-led setting.

Please note:

Applicants should not require intensive social, emotional, intellectual, or behavioral supports beyond what can reasonably be provided within this program. This ensures equitable attention for all students enrolled.

2. Program Options for 2026–2027

SparkPod Education Society offers two flexible learning pathways for students in Kindergarten through Grade 6.

Full-Time Program

\$850 per month

5 days/week, 9:00 AM – 3:30 PM

This program includes:

- Reading and Writing
 - Mathematics
 - Science
 - Social Studies
 - Music, Art, and Drama
 - Health and Physical Education
 - Social-Emotional Learning
-

Part-Time Program

\$550 per month

3 days/week, 9:00 AM – 3:30pm

Students in Grades 1–6 enrolled in our part-time program are expected to continue learning at home during out-of-school days with parent support.

Application & Acceptance

- All application forms must be fully completed and submitted by May 1, 2026
- Applications are reviewed individually by the admissions team
- Student placement follows trial days

- Placement decisions are based on:
 - Student needs
 - Group balance
 - Program suitability

Families will be contacted to discuss next steps if the program is deemed a good fit.

Student Placement Policy

Placement is offered when SparkPod Education Society believes that:

- A child's educational and developmental needs can be met within the group setting
- The overall classroom environment supports the success of all students

Once accepted, families are required to register their child through Alberta's parent-directed home education system by June 15, 2026, selecting their assigned Home Education Manager, Lesley Anton.

Alberta Home Education Funding

Students in Grades 1–6 are eligible for \$901 per year in provincial home education reimbursement funding. Kindergarten students receive \$450.50.

- Once received, families will forward this funding to SparkPod, so it can cover the below costs with nothing further out-of-pocket:
 - Learning materials
 - Field trips
 - Music and drama programming
-

Tuition & Payment Information (2026–2027)

- Tuition is paid monthly from September 2026 through June 2027

- Payment options (generally by e-transfer) include:
 - One full payment
 - Ten monthly payments
-

Tutoring PLUS

This program is offered as an extension to regular tutoring for enrolled students. Fees are set at a standard program rate to support the instructional and enrichment services provided, including guided practice, learning activities, movement breaks, and child-centred academic support.

- **Fees:** \$90/month.
 - **Hours:** 7:30 am to 9:00 am / 3:30 pm to 5:00 pm
-

Financial Policies

- Tuition is non-refundable and non-transferable
 - No refunds are issued for absences, withdrawals, suspensions, or expulsions
 - Outstanding balances are subject to 2% interest per month
 - All outstanding balances must be paid before re-enrollment in future years
-

Learning Location

- Classes are held at Shepard Community Hall
 - Outdoor learning, physical education, and recess take place at nearby community parks
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Health & Attendance Policy

- Students who are ill should remain at home
 - SparkPod Education Society reserves the right to refuse attendance if a child's illness may pose a risk to others
 - Students must be well enough to participate in all indoor and outdoor activities, including walking to nearby parks
-

Privacy & Personal Information

All personal information is collected and managed in compliance with Alberta's Personal Information Protection Act (PIPA).

Information is used solely for:

- Educational planning
 - Student safety and well-being
 - Program administration and communication
-

Acknowledgement

By enrolling in the SparkPod Education Society Home Education Program, families acknowledge and agree to the policies, expectations, and responsibilities outlined in this document.

Teacher-Led Home Education Program (K–6) Student Application | 2026–2027 Academic Year

STUDENT APPLICATION FORM

Thank you for your interest in SparkPod Education Society.

This application helps us understand your child, your family, and how we can best support your learning goals. All information provided is confidential and reviewed carefully by our admissions team.

1. STUDENT INFORMATION

Student Legal Name:

Preferred Name (if different):

Date of Birth (dd / mm / yyyy):

Current Grade (circle one):

Not yet in school / K / 1 / 2 / 3 / 4 / 5 / 6

Applying for Grade (2026–2027):

K / 1 / 2 / 3 / 4 / 5 / 6

Gender:

Male / Female

Alberta Health Care Number:

Current or Most Recent School (if applicable):

School Name: _____

City / Province / Country: _____

2. CITIZENSHIP & RESIDENCY

Is the student a legal resident or citizen of Canada?

Yes No

Documentation to be provided (check one or more):

Birth Certificate

Permanent Resident Card

Study Permit

Other: _____

3. PRIMARY HOUSEHOLD INFORMATION

Primary Home Address:

Street: _____

City: _____ Province: _____

Postal Code: _____

If parents are separated or divorced, the primary household must reflect where the child primarily resides.

Parent / Legal Guardian #1

Full Name: _____

Relationship to Student: _____

Email (personal, not work): _____

Cell Phone: _____

Legal guardianship? Yes No

Authorized to receive school communications? Yes No

Resident of Alberta? Yes No

Parent / Legal Guardian #2 (if applicable)

Full Name: _____

Relationship to Student: _____

Email (must be different from Parent #1): _____

Cell Phone: _____

Legal guardianship? Yes No

Authorized to receive school communications? Yes No

4. CUSTODY & GUARDIANSHIP

Is there a custody or guardianship agreement in place?

Yes No

If yes, a copy of the most recent agreement must be submitted with this application.

If no agreement exists, written consent from all legal guardians is required.

5. LANGUAGE & FAMILY CONTEXT

Primary language spoken by the student:

Other languages spoken at home:

Siblings (number and approximate ages):

6. LEARNING PROFILE

Please help us understand your child as a learner.

Student strengths (academic, personal, social, creative):

Areas where your child may benefit from additional support:

Student interests and hobbies (in and out of school):

How does your child feel about joining SparkPod Education Society?

7. EDUCATIONAL HISTORY

Has your child ever (check any that apply):

- Repeated a grade
- Experienced extended or frequent absences
- Participated in a home education program previously

Previous schooling summary (if applicable):

School(s) attended, grades, program type, and notes on progress:

8. ACADEMIC & SUPPORT SERVICES

Has your child ever received or been recommended for any of the following?

(Check all that apply)

- Psycho-educational assessment
- Individual Program Plan (IPP / IEP / ISP)

- Speech and language support
- Occupational or physical therapy
- Counselling or psychological services

Service providers are not contacted without parental consent.

9. HEALTH & MEDICAL INFORMATION

Has your child ever (check any that apply):

- Been hospitalized or undergone surgery
- Experienced a significant traumatic event
- Required ongoing medication

Medical conditions we should be aware of (if any):

Allergies:

None Yes (please specify): _____

EpiPen required?

No Yes (Parent/guardian will provide)

Primary Physician or Clinic:

Name: _____

Phone: _____

10. EMERGENCY CONTACTS

Emergency Contact #1

Name: _____

Relationship: _____

Phone: _____

Email: _____

Emergency Contact #2

Name: _____

Relationship: _____

Phone: _____

Email: _____

11. PROGRAM SELECTION (2026–2027)

Please select your preferred program:

Full-Time Program 5 days/week (9:00 AM – 3:30 PM)

Part-Time Program 3 days/week (9:00 AM – 3:30 PM)

Full-day placements are prioritized where space is limited.

12. FAMILY INTENT & PROGRAM FIT

Why are you interested in SparkPod Education Society?

What are your hopes and expectations for your child this year?

Is there anything else we should know to best support your child’s success?

13. PARENT/GUARDIAN ACKNOWLEDGEMENTS

Please initial each statement:

_____ I confirm that the information provided is accurate and complete

_____ I understand that placement is based on program fit, not order of application

_____ I understand that full disclosure supports my child’s success

_____ I agree to receive program communications by email

Parent / Guardian Full Name (print):

Signature: _____

Date: _____

14. STUDENT WAIVER & LIABILITY ACKNOWLEDGEMENT

I acknowledge that participation in SparkPod Education Society activities, including outdoor learning and field trips, involves inherent risks. I agree to release and hold harmless SparkPod Education Society, its staff, and volunteers, except where prohibited by law.

Parent / Guardian Initials: _____

15. PRIVACY & PERSONAL INFORMATION (PIPA)

I understand that personal information is collected and managed in accordance with Alberta's Personal Information Protection Act (PIPA) and is used solely for student education, safety, program administration, and communication.

Parent / Guardian Initials: _____

APPLICATION SUBMISSION

Once this application is submitted, a member of our admissions team will contact you to schedule or confirm your parent-teacher meeting and outline next steps.