



Waitlist Procedure & Policy

Waitlist Policy

Bright Steps understands the importance of providing a fair and transparent process for offering admission from our waitlist. This procedure outlines the order in which children are offered admission, taking into consideration priority factors and ensuring that parents are informed and involved in securing a spot for their child. Our admission to the waitlist procedure reflects our commitment to fairness and transparency in the enrolment process. We prioritize siblings and to provide a seamless and equitable experience for all families seeking relief.

Waitlist Procedure



Families on our waitlist are automatically enrolled in our Interactive Waitlist Tracker, allowing you to conveniently monitor your position in real time.

Waitlist Placement

Families interested in enrolling their child at Bright Steps will be placed on the waitlist in the order of their application submission. Each family is given access to their personal tracker, updated on a monthly basis.

Movement on the Waitlist

As spots become available, families will be contacted in the order they appear on the waitlist. Families who are contacted and choose not to accept an available spot will not lose their position on the waitlist. They will be contacted again when another spot becomes available.

Priority Openings for Siblings

Siblings of children already enrolled in our classes will receive priority for openings, ensuring that families can keep their children together whenever possible.



If you're interested in our program but can't secure a spot for your child, our Learning Studio is open. You can conveniently schedule your booking online through our website. **Please note:** Participation in this program requires prior registration and payment of the registration fee.

Confirmation and Enrolment Fee

Once a spot has been offered and accepted by the families, they will have 48 hours to pay the registration fee, and they must pay one month of tuition within 7 days of the offer. The enrolment fee will include the first month's attendance fee, as determined by Bright Steps' current rates. There are No Fees for Waitlist Placement, and Bright Steps confirms that no fees or deposits will be charged for placing a child's name on our waiting list. This ensures that families can express their interest without financial obligation.

Privacy and Position Information

The waitlist will be maintained to ensure the privacy of the child listed on it. Parents or guardians will be informed of their child's position on the waitlist, allowing them to track their progress.

Contact

For further information, please reach out to us at Admin@dcacanada.com

Bright Steps Academy

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