

Local School Contact List

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Bayview HS
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Bur Oak SS
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Dr. Denison HS
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Emily Carr SS
905-850-5012

GW Williams
905-727-3131

Huron Heights SS
905-894-2384

Keswick HS
905-989-0832

King City SS
905-883-5332

Langstaff SS
905-889-6266

Maple HS
905-417-9444

Markham DHS
905-201-5814

Markville SS
905-940-8840

Middlefield CI
905-0472-8900

Milliken Mills HS
647-321-8326

Newmarket HS
905-895-5195

Pierre Elliot Trudeau HS
905-887-2216

Richmond Green SS
905-780-7858

Richmond Hill HS
905-780-7858

Stephen Lewis SS
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Stouffville DSS
905-640-1433

Sutton DHS
905-722-3281

Thornhill SS
905-889-5453

Thornlea SS
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Tommy Douglas SS
289-324-0001

Unionville HS
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Vaughan SS
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Westmont CI
416-560-4614

Woodbridge HS
905-851-2843

Field Guide: Experiential Learning Programmes

FOR EMPLOYERS, PARENTS AND STUDENTS

How do Employment Based - School Programmes Work?

Overview

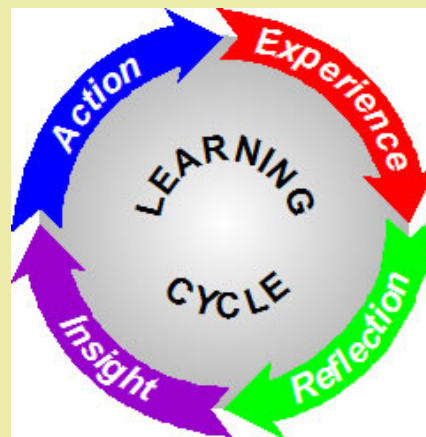
Workplace based education programmes integrate core credits with practical experience. These programmes are based on partnerships between the student, teacher and placement supervisor. While in the workplace, students will focus on developing general employability skills as well as skills specific to the job.

During the in-school component, students will work on a compulsory credit. This is done one day each week. The overall hope is that students will develop a commitment to his/her future.

By connecting the need to have an education with the development of a positive work ethic we will prepare these students for their futures in the “real world”.

How is the partnership established?

The student must secure a job or work experience of his or her choice. The teacher will assist in coaching the student in determining the type of job as well as help in the development of a resume, cold calling, etc. but will not find job placements for the students.



Once students have found a job and secured employment, the Alt Ed Teacher will meet with the supervisor to discuss the programme parameters.

A Workplace Education Agreement (Ministry of Education form) will be completed at this time. This is to ensure that the student is covered by WSIB (Workplace Safety and Insurance Board). The student's employment is not connected to the school until this agreement is in place.

Although the decisions with respect to the employee ultimately lie with the supervisor, we ask that the teacher be kept informed. The partnership will have maximum benefit to the student only if we all work together.

Evaluation and Monitoring

Monitoring

Students may earn an elective school credit for each 110 hours of work experience. The teacher will need to come the worksite throughout the semester to observe the student and consult with the supervisor.

NOTE: *It is always the employer's right to promote or fire based on the merit of the employee.*

Evaluation

The student will be evaluated based on classroom “integration” activities along with performance appraisals at the workplace.

The supervisor will assist by:

- Giving the student verbal feedback as often as possible
- Regularly discussing the student's progress with the teacher/monitor
- Informing the teacher immediately of any concerns
- Completing the weekly evaluation/log sheet

Weekly Logs

Students must complete weekly log sheets which records their hours and tasks/activities performed in the workplace.

Placement supervisors need to verify these reports each week and fill in the checklist evaluation.