



SUCCESS for Every Student



GRAND ERIE | 2019-20

**TOLLGATE TECHNOLOGICAL
SKILLS CENTRE**

TOLLGATE TECHNOLOGICAL SKILLS CENTRE

Principal's Welcome

At Tollgate Technological Skills Centre (TTSC) we offer a unique selection of technological and compulsory programs. Our staff is focused on meeting the needs of all learners. We offer programming to assist students to attend College or to enter the world of work. We offer Dual Credits which provides a student with a College and a High School credit at the same time. We offer a choice of four Specialist High Skills Major (SHSM) programs: Auto Restoration (Transportation), Construction, Health and Wellness (Cosmetology) and Hospitality and Tourism. We provide a very warm, flexible and friendly atmosphere. A hands on approach to learning is a focus we pride ourselves on. The experiences you gain here will help you transition to the next step on your learning journey. Our school size helps us to be very attentive to the individual student's needs. We look forward to helping them on this pathway.

Susan Noort

Principal Tollgate Technological Skills Centre



Tollgate Technological Skills Centre
112 Tollgate Road
Brantford, ON
N3R 4Z6
519-759-3691

STAFF (2016-2017)

Principal – Mrs. S. Noort

Vice Principal – Mr. J. Young

DEPARTMENT HEADS

English/Library/Art – Ms. H. Vogt

Physical Education – Mr. D. Shaver

Hospitality – Mr. T. Fordham

Guidance, Co-operative
and Student Success. – Mrs. M. Soster

Mathematics/Science – Ms. Carter

Technological Studies – Ms. S. Wilson

Social Science/Humanities – Ms. E. Czech

Special Education – Ms. J. Kennedy

Special Education Assistant Head – Mrs. N. Draus

TTSC is a distinct and unique school that offers a full range of programs. Our school is perfectly aligned to meet the needs of the current job market in Canada. The Skilled Trades are in need of young people to fill these positions. TTSC is set up to assist with this transition to the job market with the skills you need. Young people who have experienced challenges in their earlier education can find success here with our extensive and supportive program. Our Magnet Programs offer any student across the Brant County area the opportunity to explore a broader range of technological and service courses. These programs combine the skills and knowledge needed by students to develop the employability skills and flexibility to enter the job market.

Grand Erie Administration:

Brenda Blancher

Director of Education

Dave Abbey

Superintendent of Education



CODE OF CONDUCT: QUEST FOR EXCELLENCE

The code of conduct has been established as a guideline for acceptable behaviour at Tollgate Technological Skills Centre. It identifies various components of conduct and behaviour and outlines expectations for each of these components. This code is meant to provide standards that can be applied to all members of the TTSC community.

BEHAVIOUR

We will show respect for others, for property and for ourselves.

DRESS "THE LOOK"

We will show style without displaying clothing, hats, property and jewellery that illustrate racism, drugs, alcoholic products or profane language.

LANGUAGE

We will speak to others with respectful and appropriate language. We will respect each other's comfort zone in our use of body language.

ATTENDANCE & LATES

We acknowledge the importance of being in class on a regular basis and on time to create a positive learning environment.

ELECTRONIC DEVICES

We respect the rights of others not to have the learning process interrupted. Personal electronic devices will be turned off during class time unless determined as being necessary for educational applications specified by the teacher.

ZERO TOLERANCE

Bullying, drinking alcoholic beverages, possession & use of controlled substances, fighting, making threats, and using inappropriate language are unacceptable and will not be tolerated.

CONSEQUENCES

We will administer a system of progressive discipline. Communication with the home is an integral part of this system.

TTEAMWORK
OPPORTUNITIES
LEADERSHIP
LEARNING
GOALS
ACHIEVEMENT
TRAINING
EXCELLENCE



SCHOOL SERVICES/PROGRAMS

LEARNING RESOURCE CENTRE

The Learning Resource Centre has been created to facilitate school success for all students. Assistance is provided for long term problems in reading, writing, spelling and mathematics. Students can refer themselves or a teacher may refer them to the Learning Resource Centre. The staff working in the Learning Resource Centre can work one on one or in small groups to assist learning as well as help develop study and organizational skills. The monitoring of the progress of Identified Exceptional students is the responsibility of the Learning Resource Teacher.

SPECIALIST HIGH SKILLS MAJOR

In addition to completing the OSSD compulsory requirements, students at TTSC have the opportunity to participate in a Specialist High Skills Major Program (SHSM). There are four focus areas for students to choose from: Auto Restoration, Construction, Hospitality and Tourism, or Health and Wellness (Hair styling and Aesthetics).

The students in an SHSM program are required to complete the following SHSM required components along with their OSSD compulsory requirements:

- Bundle of credits identified in the sector specific guide in one of the 4 pathways destinations: apprenticeship, college, university and the workplace (see pathways chart),
- Sector supported senior English, Math, Science and/or Business courses

- Industry recognized certifications and training,
- Experiential learning opportunities (cooperative education along with sector specific reach ahead experiences),
- Access to Ontario Skills Passport program to track academic accomplishments and explore career requirements and destinations

At graduation, successful SHSM candidates will receive an OSSD diploma which will be embossed with a 'Red Seal' along with a Record Card that outlines all the sector recognized training and certifications that the student has attained in the program. This accomplishment will provide grads with specific skills and knowledge which will support their chosen future pathway.

LIBRARY SERVICES

The school library is a place that is readily available to staff and students and a place where all are welcome. The purpose of the teacher-librarian is to assist and encourage students to develop the research and literacy skills necessary for lifelong learning. Furthermore, emphasis is on encouraging literacy for all students at all levels, and helping students and teachers use the library to its full advantage. The library is a place where students and staff can confidently build literacy skills for both recreation and instructional.

STUDENT SERVICES

The function of Student Services is to assist the student in dealing with personal, educational and vocational concerns. Student Services provides individual and group counselling opportunities, as well as information

regarding educational and vocational planning, apprenticeship, career search and community agencies. Parents are encouraged to contact Student Services regarding the progress of their son or daughter.

EXPERIENTIAL LEARNING (CO-OPERATIVE EDUCATION)

WHAT IS EXPERIENTIAL LEARNING?

Experiential Learning (Co-op) provides a student with an opportunity to integrate and enhance their in-school programs by moving outside the traditional classroom to work at planned learning experiences that take place in the community. This provides a unique and enriching experience where the student can "test a career" assisting them with their post-secondary pathway. Experiential Learning also gives the student the opportunity to: demonstrate responsibility, maturity and self direction; develop leadership skills; enhance employability skills; explore personal interests and establish positive ties to community partners.

HOW DOES IT WORK?

When a student reaches grade 11 he/she may be eligible to spend a half-day block of time (morning or afternoon) working on-the-job under the direct supervision of a professional in the community. Teachers from TTSC will be in regular and frequent contact with the workplace to ensure that a safe and enriching learning experience is evident. Thorough preparation prior to starting in the workplace, assignments, evaluations and a final project must be successfully completed before credit(s) toward an OSSD will be awarded.

WHAT IS THE APPLICATION PROCESS?

A student must indicate during the course selection process that they are interested in participating in an Experiential Learning (Co-op) the following year. If you have questions speak to the guidance counselor or the co-op teacher for more information.

CREDIT RECOVERY

Credit Recovery is a program available to students who have not been successful in completing grade 10 and/or grade 11 compulsory credit courses. Students have the opportunity to recover previously failed courses in a supportive classroom environment. Please contact your guidance counselor for more detailed information.

MAGNET PROGRAMS

Magnet programs are unique two credit, half day programs offered in a semester format. These programs are offered at the grade 11 and 12 level to all Brant County secondary school students as extensions to their own high school's elective programs. Students will be bused to and from TTSC for these half-day courses. Magnet courses are offered in the following sectors: Auto Body, Baking, Carpentry, Cooking & Event Planning, Cosmetology (Hairstyling & Aesthetics), Green Industries (Horticulture), Living and Working with Children, Masonry, and Small Engines.



DATES FOR SELECTING COURSES AND HOW TO SELECT

The selection process begins in early February and ends in early March. After March Break the classes are set and there is no guarantee that further registrations will be accepted.

This course calendar describes general information, diploma requirements, programs/services available, and the course selection process at Tollgate Technological Skills Centre. Be aware that the course selection will have an impact upon eligibility for apprenticeships or certain types of employment. Students must complete and submit an option sheet to enrol in the courses online. Students here at TTSC will fill out their option sheets with the assistance of our Guidance Counsellor and Student Success Teacher. The students will be provided direction but the ultimate responsibility for choices will rest with the students and their parents. Should the number of requests for a course be insufficient or a conflict in timetabling occurs, a student may not receive all of their choices.



What is a Specialist High Skills Major (SHSM)?

An SHSM allows students to customize their high school experience to fit career interests. Offered in grade 11 and 12, an SHSM allows students to receive a specialized high school diploma that is recognized in various economic sectors in all four pathways.

What does an SHSM look like?

An SHSM is a bundle of 8 to 10 grade 11 and grade 12 credits that include two Experiential Learning (Co-op) credits.

What do you get by taking an SHSM?

- Sector-recognized certifications and training
- Real workplace experience
- Learning experiences connected with post-secondary opportunities
- Skills and work habits required for employment success



Student Success
A Grand Erie Program

Grand Erie... **SUCCESS** for Every Student Specialist High Skills Major

The Hospitality and Tourism Program Cooking /Restaurant Focus

Tollgate Technical Skills Centre

The Hospitality and Tourism SHSM allows students to experience learning activities in the Hospitality and Tourism Sector based in a professional kitchen environment and restaurant setting that will assist in their transition from secondary to any post-secondary pathway.

"I like the hands-on approach to learning more than paperwork. I wanted to get into a career in culinary after people told me I was good at cooking. I enjoy working with large cuts of meat, like prime rib because it's more of a challenge." - Lina Spiece (Grade 12 student)

Benefits of the Hospitality and Tourism Program:

- Build a foundation of sector-focused knowledge and skills to assist with their pathway
- Participate in sector recognized training and certification in Safe Food Handler, Smart Serve, CPR, Standard First Aid, WHMIS and Restaurant Service
- Experiential Learning opportunities
- Sector supported senior English, Math, Science and/or Business Courses

The Restoration Program Auto Body, Auto Service, and Small Engines Focus

Tollgate Technical Skills Centre

Students in the TTSC Restoration SHSM learn the fundamentals of vehicle systems, safe and proper tool use and develop practical skills in transportation technology including interior and exterior finishes and repairs of vehicles.

"I enjoy the Transportation SHSM because it helps me work toward my apprenticeship hours and I plan on doing my apprenticeship as an auto body mechanic. I love cars." Austin Marshall (Grade 12 student)

Benefits of the Restoration Program:

- A focused approach to a career pathway
- Three senior credits (English, Math, and Science or Business) with units contextualized to the transportation industry
- A chance to work in the trade and apply skills and knowledge in a Co-operative work placement (two credits)
- Trade related certifications such as First Aid, CPR, WHMIS, customer service, and more, paid for by the SHSM program

Grand Erie...

SUCCESS for Every Student

Specialist High Skills Major

The Health and Wellness Program Hair/Esthetics Focus

Tollgate Technological Skills Centre

The Hairstyling/Esthetics SHSM falls under the Health and Wellness section. This program gives students life-long personal skills for healthy living and career explorations in the Beauty and Health industry.

"The Health and Wellness SHSM has been an awesome experience. All of the training and knowledge helped me not only at school but in my workplace and everyday life. Attending the educational trips taught me new skills and techniques and showed me different career choices."

Rikki-Lynn Hoffman-Stinson

Benefits of the Health and Wellness Program:

- Up-to-date techniques in the beauty industry
- Free First Aid, CPR, and WHMIS and elective certifications
- Community involvement through schools, health care, community groups
- Co-op placements at reputable salons within the community
- Explore career pathways through media, guest speakers, and Reach Ahead opportunities

Construction Technology Construction/Woodworking Focus

Tollgate Technological Skills Centre

This is a Construction/Woodworking program with an emphasis on essential and employable skills. Students have access to a wide range of senior level courses stretching across all aspects of the Construction industry.

"I am thrilled to have finally found a field that interests me. I am hoping that my training will lead to a full-time job in this industry." Nick Boyington (Grade 12 Student)

Benefits of the Health and Wellness Program:

- Students receive training in: Ladder Safety, Fall Protection, WHMIS, CPR, First Aid, and Fork Lift Training
- Students can take a focus course in carpentry/woodworking, manufacturing, and/or masonry
- Students learn all stages of construction fundamentals and fine furniture making
- Co-ops are available for students looking to pursue an apprenticeship and a potential career in the construction/woodworking industry

Learn more information about Specialist
High Skills Majors, visit www.granderie.ca





Are you interested in an Apprenticeship?

Apprenticeship is an education and training program for people who enjoy learning by doing and who want to work in a skilled profession.

Once education and training is complete, you can receive a Certificate of Qualification, which identifies you as a skilled professional. This can lead to a career in a trade sector such as construction, industrial, motive power and service.

How to enroll?

Students, 16 years of age or older, who are enrolled full-time in secondary school with 16 completed credits can speak with a Guidance Counselor. Be sure to also ask about Specialist High Skills Major, Co-op and Dual Credit, three additional programs that feature OYAP.



Student Success

A Grand Erie Program
granderie.ca
oyap.com

Grand Erie... *SUCCESS* for Every Student

Ontario Youth Apprenticeship Program

Join the thousands of high school students throughout Ontario who have chosen to take control of their future.

Earn high school credits while exploring the world of a skilled trade profession through the Ontario Youth Apprenticeship Program (OYAP). Discover the educational opportunities that can give you an advantage.

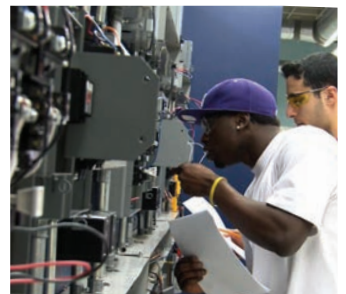
How does OYAP work?

As an OYAP student, you will earn Co-op credits for work experience in an apprenticeship occupation while completing the requirements for your Ontario Secondary School Diploma. You may be formally registered as an apprentice while attending secondary school. Accelerated OYAP is also available for students. Speak with your Guidance Counselor for more information.

What are the benefits of OYAP?

- Gain a head start towards a chosen career
- Ease the transition from school to work
- Increase opportunities for post-secondary training and employment
- Earn work experience hours in addition to secondary school credits
- Develop general and specialized job skills
- Understand employer expectations
- Significant reduction in post-secondary tuition costs
- Increase of employable opportunities

"This semester had a rough start, but the placement turned me around as I was allowed to do more and more things. I'm glad I took the OYAP program and in my opinion it is the most influential and educational course that a school could offer. I now know that this is definitely the career I want to pursue," said a Grand Erie OYAP student.



TOLLGATE TECHNOLOGICAL SKILLS CENTRE

Notes:

[illegible]

Choosing course types:

In order to ensure student success, Grand Erie encourages all students to give careful consideration to the course type chosen in each subject area.

GRADE 9 – 10 PROGRAMS:

Five types of courses are offered:

Academic courses emphasize theory and abstract thinking skills. These courses provide students the foundation for the University course type in grade 11.

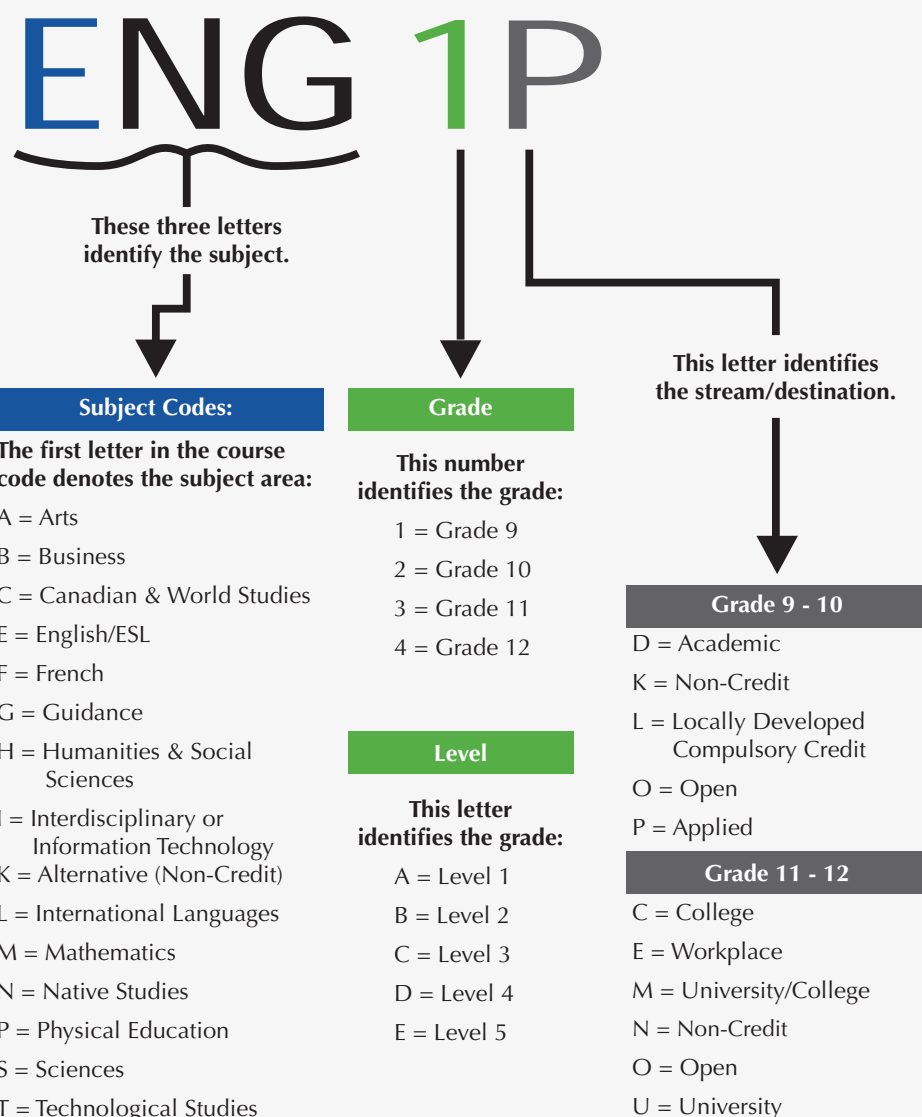
Special Education courses allow students to focus on functional life skills and/or job readiness skills within schools that have a self-contained special education setting and are non-credit bearing.

Locally Developed compulsory courses are designed to remediate students who are working below grade level and prepare students for the Workplace course type in grade 11.

Open courses are available to all students regardless of their destination after secondary school. These courses often present a balance of theory and practical work and offer an opportunity for students to explore particular areas of interest or skill.

Applied courses focus on practical applications and concrete examples. These courses prepare students for the College course type in grade 11.

Every course in secondary school has a unique COURSE CODE.
All courses have the first five characters as mandated by the Ministry of Education.



GRADE 11 - 12

Five types of program pathways are offered:

College courses are designed to prepare students for college programs and apprenticeships.

Workplace courses are designed to prepare students for entry to the workplace and/or apprenticeship.

University/College courses are designed to prepare students for either community college or university programs.

Open courses are available to all students regardless of pathway.

University courses are designed to prepare students for transition to a variety of university programs or apprenticeship.

12 OPTIONAL CREDITS

Optional credits may be earned in all subjects, including those named in the compulsory credit list, provided that such optional credits are additional to the compulsory credits. The optional credits allow for concentration in a curriculum area of special interest.

What do you need to graduate?

COMPULSORY CREDITS (TOTAL OF 18)	
4 credits in English (1 credit per grade)	
<ul style="list-style-type: none"> The Ontario Secondary School Literacy Course (OSSLC) may be used to meet either the Grade 11 or the Grade 12 English compulsory credit requirement. The Grade 11 Contemporary Aboriginal Voices course may be used to meet the Grade 11 English compulsory credit requirement. For English language learners, the requirement may be met through earning a maximum of 3 credits in English as a second language (ESL) or English literacy development (ELD); the fourth credit must be a Grade 12 compulsory English course. 	
3 credits in math (at least 1 credit in Grade 11 or 12)	
2 credits in science	
1 credit in the arts	
<ul style="list-style-type: none"> The Grade 9 Expressing Aboriginal Cultures course may be used to meet the compulsory credit requirement in the arts. 	
1 credit in Canadian geography (Grade 9)	
1 credit in Canadian history (Grade 10)	
1 credit in French as a second language	
<ul style="list-style-type: none"> Students who have taken Native languages in place of French as a second language in elementary school may use a Level 1 or 2 Native language course to meet the compulsory credit requirement for French as a second language. 	
1 credit in health and physical education	
0.5 credit in career studies	
0.5 credit in civics	
3 additional credits, consisting of 1 credit from each of the following groups:	
<p>Group 1: English (including the Ontario Secondary School Literacy Course), French as a second language, classical languages, international languages, Native languages, Canadian and world studies, Native studies, social sciences and humanities, guidance and career education, cooperative education</p> <p>Group 2: French as a second language, the arts, business studies, health and physical education, cooperative education</p> <p>Group 3: French as a second language, science (Grade 11 or 12), computer studies, technological education, cooperative education</p> <p><i>Note:</i> The following conditions apply to selections from the above three groups:</p> <ul style="list-style-type: none"> A maximum of 2 credits in French as a second language may count as additional compulsory credits, 1 credit from Group 1, and 1 credit from either Group 2 or Group 3. A maximum of 2 credits in cooperative education may count as additional compulsory credits, selected from any of Groups 1, 2, or 3. 	

GRADE 10 - ONTARIO SECONDARY SCHOOL LITERACY TEST (OSSLT)

All students must successfully complete this test which will be administered by the EQAO (Education Quality and Accountability Office). Students will first write this test in the spring of their grade ten year. Unsuccessful candidates will be given the opportunity for remediation at the school and will be able to rewrite the test. Students identified through an IPRC (Identification, Placement, and Review Committee) will be allowed accommodations for writing of the test. Students not working towards an OSSD (Ontario Secondary School Diploma) may be exempted from writing the test.

ONTARIO SECONDARY SCHOOL LITERACY COURSE (OSSLC)

Students who have written the OSSLT (Ontario Secondary School Literacy Test) once and were unsuccessful are eligible to take the OSSLC (Ontario Secondary School Literacy Course). Successful completion of the OSSLC satisfies the secondary school literacy graduation requirement.

40 HOURS OF COMMUNITY INVOLVEMENT

Forty hours of Community Involvement is a requirement for graduation. Community Involvement is a set of self-directed activities in the community that do not involve remuneration and do not replace a paid worker. A pamphlet entitled "Information on Community Involvement for Students and Parents" is available from the guidance office. The pamphlet will provide all the details concerning the Community Involvement requirement.

ONTARIO SECONDARY SCHOOL CERTIFICATE

The **Ontario Secondary School Certificate** will be granted on request to students who leave school before earning the Ontario Secondary School Diploma, provided that they have earned a minimum of 14 credits as follows:

7 Compulsory Credits (2 English, 1 Canadian Geography or Canadian History, 1 Mathematics, 1 Health and Physical Education, 1 Science, 1 Arts or Technological Education or Computer Studies)

7 Optional Credits Selected by the student from available courses

CERTIFICATE OF ACCOMPLISHMENT

Students who are not working towards an OSSD or an OSSC may be awarded a Certificate of Accomplishment upon leaving secondary school. The Certificate of Accomplishment is a useful means of recognizing achievement for students who plan to transition directly to employment after leaving school. The Certificate of Accomplishment is to be accompanied by the student's Ontario Student Transcript. For students who have an Individual Education Plan (IEP), a copy of the IEP may be included.

% Grade Range	Achievement Level	Summary Description
80 – 100%	Level 4	A very high outstanding level of achievement. Achievement is above the provincial standard.
70 – 79%	Level 3	A high level of achievement. Achievement is at the provincial standard.
60 – 69%	Level 2	A moderate level of achievement. Achievement is below, but approaching, the provincial standard.
50 – 59%	Level 1	A passable level of achievement. Achievement is below provincial standard.
Below 50%		Insufficient achievement of curriculum expectations. A credit will not be granted.

Programs

NIGHT SCHOOL/SUMMER SCHOOL

Night school classes are offered in Brantford, Haldimand and Norfolk. They are offered Tuesday and Thursday evenings. A wide variety of compulsory courses are offered. For additional information call Grand Erie Learning Alternatives (GELA) 519 753-6079.

Grand Erie District School Board will be offering summer school for grades 9 - 12 credits during the month of July. Locations will be sent to each school in the spring. For additional information call 519-753-6079.

GRAND ERIE LEARNING ALTERNATIVES (GELA)

GELA provides an alternate opportunity for secondary school students who, for various reasons, are not experiencing success in a regular school setting or who want to re-enter school after leaving.

Scheduled day programs, booklet and e-Learning are available.

STUDENT TRANSITION EXPERIENCE PROGRAM (STEP)

The STEP program is designed to engage students by ensuring that their individualized strengths, needs and interests are addressed in an alternative setting within the school.

The program provides students with the opportunity to earn credits, engage in experiential learning activities, explore career opportunities, and develop pathway plans and personal life management skills.

For more information, contact your school's Guidance Counsellor.

ADVANCED PLACEMENT (AP) AND PRE-AP

The Advanced Placement Program allows students to pursue university level studies while still attending secondary school. In May of each year, students may wish to write the standardized AP challenge exam in the course offered by their school. Students have an opportunity to receive advanced credit at many universities across Canada, the United States, and around the World.

Advanced Placement Exams train students in taking high level tests, get a head start on university-level work and develop the study habits necessary for tackling rigorous course work essential for success at the tertiary level of education. Students wishing to write the exam should contact their guidance department for more information.

Due to the rigorous nature of the AP exam, some schools will be offering a Pre-AP program for students prior to grade 12. A Pre-AP program allows students the time to expand and enhance their understanding of the subject material being tested during the exam while still meeting the requirements of the Ontario Curriculum. These programs may begin as early as grade 9 via enhanced classes and/or club formats. For more information, please talk to the guidance department at the secondary school you are attending.

SPECIALIST HIGH SKILLS MAJOR (SHSM)

Grand Erie District School Board, in conjunction with the Ontario Ministry of Education, offers SHSM programs to secondary school students.

Students enrolled in a Specialist High Skills Major program are required to complete a bundle of classroom courses, workplace experiences and sector certifications to receive a special designation on their Ontario Secondary School Diploma.

Grand Erie District School Board has programs in the following sectors:

- **Arts & Culture** – Performance and Production, Journalism and Media
- **Construction**
- **Environment**
- **Health & Wellness** – Fitness, Healthy Living, Health Care, Hairstyling
- **Horticulture & Landscaping**
- **Hospitality & Tourism**
- **Information & Communications Technology**
- **Manufacturing**
- **Sports**
- **Transportation**

Participation in an SHSM program can help students prepare for apprenticeships, college, university or transition to work.

DUAL CREDITS

Grand Erie District School Board has partnered with Conestoga College, Fanshawe College and Mohawk College to allow students to earn college credits before they graduate secondary school. These credits are delivered in three different ways within the Board.

- **School Within A College (SWAC)** - Is offered by Conestoga in Brantford (Fit and Wellness / Media), Fanshawe in Simcoe (Human Services / Intro to Trades) and Mohawk in Ohsweken (Intro to Trades). If you are between the ages of 17 and 20 years old and need 5 – 10 credits to graduate, speak to your guidance counsellor about this program.
- **Team Taught** - Is taught in combination with a college instructor and secondary school teacher during a student's regularly scheduled class.
- **After School** - Is taught by a college instructor (and supported by a secondary school teacher) after school in one of the local secondary schools. Students from other schools are welcome to enrol. Speak with your guidance counsellor for further information.



e-LEARNING COURSES

Virtual Courses are often called e-Learning courses. e-Learning courses use a virtual classroom and are accessed by a computer, tablet or smart phone. Your teacher may be a teacher from a school in the Grand Erie District School Board, or he/she may be in another city somewhere across Ontario.

e-Learning courses are typically taken by senior students. e-Learning courses provide opportunities for students to be able to access courses that they might not otherwise be able to take in a face to face class. As well, e-Learning is a now commonly found at the post-

secondary level (apprenticeships, college, or university), and is often used in workplace training.

In order to register for an e-Learning course you need to see your guidance counsellor. You will need to have a "Change of Program" form completed and signed by your parents and the school Principal.

More information, including what e-Learning is all about, the characteristics of successful e-Learning students, and the technological requirements for taking an e-Learning course can be found under the Secondary tab at granderie.ca

SPECIAL EDUCATION

Grand Erie believes in providing an inclusive culture for students on a continuum from "most enabling" to "least restrictive". Each one of our secondary schools has a Special Education department with Learning Resource teachers ensuring Individual Education Plans are in place and implemented. Our schools have Self-Contained programs to support the learning needs of individuals that require intensive support. In addition, we have a system Student Support Services that offer services such as, Psychological Consultation, Behaviour Counselling, Child and Youth Work and Social Work.

CO-OPERATIVE EDUCATION (CO-OP)

Co-op is a planned learning experience that integrates classroom theory and learning experiences at a workplace which enable students to apply and refine the knowledge and skills acquired in a related curriculum course or a locally developed course.

Co-op courses include a classroom component comprised of preplacement and integration activities and a placement component. Students earn co-op credits by integrating classroom theory with planned learning experiences in the community. Students are assessed and evaluated on their demonstration of tasks linked to curriculum expectations of the related course(s) as outlined in Students' Cooperative Education Learning Plan.

Students interested in Co-op Education must apply for the program and complete an interview. Successful candidates will be notified and the recruitment process of an appropriate placement will follow.

There is no formal restriction on the total number of co-op credits that students may earn in secondary school.

ONTARIO YOUTH APPRENTICESHIP PROGRAM (OYAP)

Students gain knowledge and experience in an apprenticeable trade while working at an eligible work placement. Students acquire hours toward the completion of their apprenticeship while earning credits. An apprenticeship is an agreement between the student (who wants to learn a skilled trade), the school, the employer (who teaches the skills) and the Students' Cooperative Education Learning Plan.

Students will get a head start on becoming a fully qualified journey person with a skill set that is in demand. Apprenticeships are an excellent way of learning valuable work skills and are a viable alternative to traditional post secondary programs.

For more information speak to your school's Co-op or OYAP teacher. Visit www.apprenticesearch.com

TO BEGIN AN APPRENTICESHIP DURING SECONDARY SCHOOL A STUDENT MUST:

- successfully complete 16 credits and be enrolled full-time in school
- be 16 years of age or older
- successfully complete the Ontario Secondary School Literacy Requirement

- complete all compulsory credits required for an Ontario Secondary School Diploma

ACCELERATED OYAP

Accelerated OYAP is a specialized program being offered in partnership with local post-secondary institutions, the MTCU and other local school boards. This program is offered to senior students from every secondary school in GEDSB. In Dual Credit programs, students can earn up to 4 credits toward their OSSD. The in-school component is facilitated by a post-secondary instructor.

GRAND ERIE IS COMMITTED TO STUDENT ACHIEVEMENT.

Besides our regular secondary school programs we offer:

- Special Education • e-Learning
- Alternative Education • Cooperative Education • Ontario Youth Apprenticeship Program • Specialist High Skills Major Programs
- Credit Recovery



Additional Information

COMPULSORY SUBSTITUTIONS:

In order to allow flexibility in designing a student's program and to ensure that all students can qualify for the secondary school diploma, substitutions may be made for a limited number of compulsory credit courses. To meet individual student needs, principals may substitute up to three compulsory credits with courses from other subject areas that meet compulsory credit requirements, including all Guidance and Career Education courses. Substitutions will be made to promote and enhance student learning or to meet special needs and interests.

CREDITS:

A credit is granted in recognition of the successful completion of a course for which a minimum of 110 hours has been scheduled. Scheduled time does not include additional time spent on a course, for example time spent on homework.

PLAR:

Prior Learning Assessment and Recognition (PLAR) is the formal evaluation and credit-granting process whereby students may obtain credits for prior learning. Prior learning includes the knowledge and skills that students have acquired, in both formal and informal ways, outside secondary school. Students may have their knowledge and skills evaluated against the expectations outlined in provincial curriculum policy documents in order to earn credits toward the secondary school diploma. The PLAR process involves two components: "equivalency" and "challenge". For more information on PLAR procedures, see your secondary school principal.

ENGLISH LANGUAGE LEARNERS:

A maximum of 3 credits in English as a second language (ESL) or English Literacy Development (ELD) may be counted towards the 4 compulsory credits in English. A Grade 12 English course must be completed to earn the fourth credit.

ASSESSMENT AND EVALUATION:

The primary purpose of assessment and evaluation is to improve student learning. Information gathered through assessment helps teachers to determine students' strengths and weaknesses in their achievement of curriculum expectations. This information also serves to guide the teachers in adapting instructional approaches to students' needs and in assessing the overall effectiveness of program and classroom practices.

Assessment is the process of gathering information from a variety of sources, including assignments, quizzes, demonstrations, and performances, that accurately reflects how well a student is achieving the curriculum expectations in a course. As part of the assessment, teachers provide students with descriptive feedback that guides their efforts towards improvement.

Evaluation refers to the process of judging the quality of student work on the basis of established criteria, and assigning a value to represent the level of achievement. In Ontario secondary schools, the value assigned will be in the form of a percentage grade.

Assessment and evaluation will be based on the provincial curriculum expectations and the achievement charts. For more information on specific course curriculum expectations go to www.edu.gov.on.ca

As of September 2010, assessment, evaluation, and reporting in Ontario schools is based on the policies and practices described in Growing Success. (also available on the above website)

REPORT CARD:

The report card focuses on two distinct but related aspects of student achievement:

- achievement of curriculum expectations
- development of learning skills.

To more clearly reflect these two aspects of student achievement, the report card contains separate sections for reporting on achievement of the curriculum expectations, and for the reporting on demonstrated skills required for effective learning.

EXAMINATIONS /CULMINATING ASSIGNMENTS:

Summative evaluations take place at the end of a unit or period of time. The purpose is to assess the student's achievement in relation to the course curriculum expectations. Formally scheduled examinations and/or culminating tasks shall be held in all courses. The precise weighting of final examinations/culminating activities will be communicated to students the first week of the course. The only acceptable reasons for failure to write a formally scheduled examination and/or culminating assignment are illness, bereavement or subpoena. Supporting documentation must be presented.

**SEE YOUR GUIDANCE
COUNSELLOR FOR MORE
INFORMATION.**



ONTARIO STUDENT RECORD AND TRANSCRIPT:

The Ontario Student Record (OSR) is the official, on-going educational record for each student and is stored in the school most recently attended by the student. Teaching staff, each student, and the parent(s) or guardian(s) of a student are entitled to have access to the student's OSR. Supervised access can be arranged by appointment during normal business hours. Transcripts of marks are issued on written or personal request. Once a student reaches the age of 18, by law, they control access to the OSR by anyone not mentioned above. Parents of adult students will only have access to a student's academic records upon written authorization from the student. All senior level courses remaining on a student's timetable five days after the first provincial report will be recorded on the transcript.

Transcripts requested after a student has graduated and is no longer attending secondary school are subject to a charge of \$5.00 per copy.

WITHDRAWAL FROM A COURSE - GRADES 11 & 12:

If a student (including a student with a completed Individual Education Plan) withdraws from a Grade 11 or 12 course within five instructional days following the issue of the first provincial report card in a semestered or non-semestered school, the withdrawal is not recorded on the Ontario Student Transcript (OST). If a student withdraws from a course after five instructional days following the issue of the first provincial report card in a semestered or non-semestered school, the withdrawal is recorded on the OST by entering a 'W' in the 'Credit' column. The student's percentage grade at the time of the withdrawal is recorded in the 'Percentage Grade' column.

ADDITIONAL SUPPORTS THROUGH REFERRAL PROCESS:

While the focus of Guidance and Career Education is to assist students with the development of the entire student, some families and students may require additional social support from Board employees. Students under the age of 18 must have their parent/guardian sign the referral form for the student/support intervention.

SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC):

SEAC is an advisory committee mandated through the Education Act as a standing committee of each school Board. The committee reports to the school Board and makes recommendations to the board on special education programs and services. The committee is comprised of Trustees, Board personnel, community members, and associations representing a wide variety of interests related to students with exceptional needs.

The Indigenous Education Advisory Committee (IEAC):

IEAC is an advisory committee mandated by the Ministry of Education in September of 2017. The mandate of the committee is to enhance and improve Indigenous Education for all students. The committee reports to the board on the Board Action Plan and programming for both Elementary and Secondary panels. The committee is comprised of board personnel, community members and organizations with an interest in Indigenous Education, including parents.

CREDIT RECOVERY:

Our provincially-recognized Credit Recovery program is an in-school program for students who have not successfully completed some of their courses. In a credit recovery classroom, students work on recovering previously failed courses and have the opportunity to get their credit accumulation back on track. Credit Recovery offers students a supportive environment that focusses on the key expectations of a course and also assists students with pathway planning and developing improved learning skills that will help them in earning their Ontario Secondary School Diploma.



FOR MORE INFORMATION ON
SPECIFIC COURSE CURRICULUM
EXPECTATIONS GO TO
www.edu.gov.on.ca



349 Erie Avenue, Brantford ON N3T 5V3
Telephone: 519.756.6301 • Toll Free: 1.888.548.8878
Fax: 519.756.9181 • Email: info@granderie.ca
www.granderie.ca



Follow and join the conversation @GEDSB on Twitter and Facebook,
and @granderiedsb on Instagram.