

# Guidance and Co-operative Education Programs

## Ontario Youth Apprenticeship Program (OYAP)

OYAP provides students the opportunity to become registered apprentices while earning credits toward an OSSD, if they are serious about pursuing careers in the skilled trades. Students must be a minimum of 16 years of age, have earned at least 16 credits and be full-time students who are earning co-operative education credits. Becoming a registered OYAP student is decided on by a team; the employer, the teacher and the student.

As with OYAP ‘participants’, OYAP ‘apprentices’ must have Personalized Placement Learning Plans (PPLPs) that are based on trade-specific training standards. Students who choose placements in ‘restricted trades’ must be registered as apprentices in order to receive training in ‘restricted skills sets’. Registered apprentices start to accumulate some hours and ‘competencies’ toward the completion of the trade, which usually take about 3-5 years to complete. After graduation, students can move directly into the workplace and continue their apprenticeships. Some OYAP students may choose to enter an apprenticeship program at college or other training facility for additional education and training before entering the workplace. Students interested in the skilled trades are encouraged to consult with co-operative education and technological education teachers or guidance counsellors.

OYAP information is available in the guidance & career education office in schools, and online at [www.makingmyway.ca](http://www.makingmyway.ca), or [www.peelschools.org](http://www.peelschools.org) in the “Student Stuff” section, or at [www.oyap.com](http://www.oyap.com). Many websites about OYAP and apprenticeship are included in this section.

## School-Work Programs

School-Work transition programs are specialized programs that include both in-school and work-based experiences, including job shadowing, work experience, co-operative education and in-depth skills training. They require the involvement of employers in their development and delivery. School-Work transition programs consist of a number of courses that prepare students to meet requirements of a specific occupation or apprenticeship.

## Specialized Programs

The Peel board offers a number of specialized programs for secondary students in various locations. These programs aim to meet a diverse range of student needs. There may be special entrance requirements for these programs.

The chart below summarizes the nature of the program, location and a brief statement about the requirements. Further detail can be obtained through the guidance office of the student's home school.

CURRICULUM SPECIFIC PROGRAMS			
Program	School(s)	Entry Criteria	Entry Grade
Regional Arts (dance, drama, visual arts, music)	Cawthra SS (S), Mayfield SS (N)	Audition, interview, application and teacher recommendations in focus area	Grade 9 and senior students if places become available
Regional Strings (violin, viola, cello, bass)	Port Credit SS	Audition and interview in focus area	Grade 9 and senior students if places become available
Regional International Business and Technology (IBT)	Gordon Graydon SS (S) North Park SS (N)	Application, interview and teacher recommendation	Grade 9
Regional International Baccalaureate (IB)	Glenforest SS (S), Turner Fenton SS (N)	Application, high academic standing	Pre-IB in grade 9 and 10, regular IB program in grade 11
Regional SciTech	Port Credit SS	Application. Demonstrated aptitude or skill in Science and Technology	Grade 9
Regional Flexography	Gordon Graydon SS	Application (on line)	Grade 9, 10 or 11
Regional French Immersion	Applewood SS (S), Bramalea SS (N), Clarkson SS (S), David Suzuki SS (N) Humberview (N), Streetsville SS (Grade 9, 10) (S) <i>Locations subject to review</i>	French Immersion grades 1 to 8 Minimum 3,800 hours of instruction in French or equivalent	Grade 9
Regional Extended French	Humberview (N), Lorne Park SS (S), Turner Fenton SS (N) <i>Locations subject to review</i>	Grade 8 Extended French (grades 7 and 8) Minimum 1,260 hours of instruction in French or equivalent	Grade 9
Regional Environmental Systems Technology: Heating Ventilation, Refrigeration and Air Conditioning	Bramalea SS	Application	Grade 10
'Recipe for Success' Regional Hospitality (OYAP)	Turner Fenton SS	Application. Completed 16 Credits and grade 10 Hospitality/Chef Training at Turner Fenton SS	Grade 11
Regional Co-op – Caring for the Future	Brampton Centennial SS	Application and interview	Grade 11 or 12
OYAP – Construction	Judith Nyman SS	Application and interview	Grade 11 or 12
Centralized OYAP – General Carpenter	Home school Co-op/OYAP Local 27 Training Centre	Application and interview	Graduating grade 12 student
Dual Credit programs	Home school/Sheridan College/ Humber College	Application	Grade 11 or 12

# Specialized Programs

<b>SPECIALIZED REGIONAL STUDENT SUPPORT PROGRAMS</b>			
<b>Program</b>	<b>School(s)</b>	<b>Entry Criteria</b>	<b>Entry Grade</b>
Peel Alternative School (alternative program)	Peel Alternative School South (located at 1239 Lakeshore Road E., Mississauga) North (located at 315 Bartley Bull Parkway, Brampton) West (located at 6975 Meadowvale Town Centre Circle, Unit N2A, Mississauga)	Students requiring flexible programming. Criteria is program specific. Students are referred by the home school.	Grades 7-12
TEAM (alternative program)	Peel Alternative School and Satellite location	Young mothers or pregnant teens	Any secondary school grade
TELL – Temporary External Learning Link (alternative independent program)	Peel Alternative School (North, South and West satellite locations)	Must be 16-20 years of age	Grades 10-12
Regional ELD (English Literacy Development)	Bramalea SS (N), Central Peel SS (N), Lincoln M. Alexander SS (N), T.L. Kennedy SS (S), <i>Locations subject to review</i>	Through orientation/interview at a We Welcome the World Centre	Any grade
Fresh Start – Expulsion	North and South locations	Expulsion	Any grade

<b>SPECIAL EDUCATION SECONDARY REGIONAL PROGRAMS</b>
<b>IPRC REQUIRED</b>
Developmental Disability Program District Developmental Disability Program Developmental Disability Resource Program Transition Program ASD Resource Program Vocational Level 1 Vocational Level 2 Enhanced Learning Program Regional Communication Program

# Specialized Programs

	Arts	ASD Resource Program	Communication Program	Co-op	DD Resource Program	District DD Program	ELD	ESL	Enhanced Learning	Extended French	Flexography	French Immersion	HVRAC	Hospitality	IB	IBT	Non-Semestered	SciTech	Strings	TELL	Alternative	Vocational
Applewood Heights								X				X					X					
Bramalea							X*	X				X	X									
Brampton Centennial			X	cf																		
Cawthra Park	X																					
Central Peel							X*	X														
Chinguacousy		X	X																			
Clarkson								X				X										
David Suzuki												X										
Erindale			X		X			X														
Fletcher's Meadow								X														
Glenforest								X	X						X							
Gordon Graydon		X	X								X					X						X
Harold M. Brathwaite					X			X														
Heart Lake									X													
Humberview									X	X		X										
John Fraser																						
Judith Nyman		X		ct																		X
Lincoln M. Alexander		X				X	X*	X														X
Lorne Park									X	X												
Louise Arbour					X																	
Mayfield	X		X																			
Meadowvale								X									X					
Mississauga		X						X														
North Park		X														X						
Peel Alternative - North																				X	X	
Peel Alternative - South																				X	X	
Peel Alternative - West																				X	X	
Port Credit								X										X	X			
Rick Hansen								X														
Sandalwood Heights																						
Stephen Lewis																						
Streetsville		X						X				X										
T.L. Kennedy						X	X	X														
Turner Fenton								X		X				X	X							X
West Credit		X																				X
Woodlands								X	X													

\*Locations subject to change depending on needs

**Legend (Regional Co-op Programs):**

ct: Construction    cf: Caring for the Future

# Specialized Programs

## **Regional Arts Programs**

Regional arts programs at Cawthra Park Secondary School and Mayfield Secondary School offer a package of specialized courses to artistically talented students interested in dance, drama, music or visual arts. In addition to the arts program, students study required and optional academic courses to earn their Ontario Secondary School Diploma. An audition is required for entry into the program. Students choose one of the four areas in which to audition.

## **Regional Strings Program**

Students audition for this music program to study one of four string instruments (viola, violin, cello or bass) at Port Credit Secondary School. Previous experience is not required for the program. Professional coaching and field trip options that support the program are offered.

## **International Business and Technology (IBT) Program**

The IBT program offered at Gordon Graydon Secondary School and North Park Secondary School provides students with a wide variety of learning experiences in an articulated focus. Students are required to make connections to business, international studies and technology in all courses. Through partnerships with the community and business, content taught in the classroom relates to relevant and real world issues.

## **International Baccalaureate (IB) Program**

The IB program is a world renowned pre-university course of studies offered in the last two years of secondary school. It has a dual purpose: (1) to prepare high achieving, highly motivated students for an internationally recognized university entrance; (2) to provide a curriculum which will challenge the whole student beyond the traditional realm of the secondary school experience. Courses are chosen from Languages, Science, Mathematics and Humanities. Grade 8 students can choose to apply to a pre-IB program at two sites in Peel – Turner Fenton Secondary School in the north and Glenforest Secondary School in the south. The pre-IB program (grade 9 and 10) provides appropriate preparation for entry into the senior IB program.

## **Regional Secondary SciTech Program**

The SciTech program at Port Credit Secondary School is designed for students interested in an integrated science and technology program that may lead to multiple destinations: work, apprenticeship, college or university. The program focuses on experiential learning, with connections to industry partnerships, Co-operative Education placements and apprenticeship opportunities. It is a regional program open to all Peel board students. Further information can be obtained through the Port Credit guidance office or online at [www.pcssOnline.com](http://www.pcssOnline.com).

## **Regional Flexography Program**

Gordon Graydon Secondary School hosts this exclusive program which provides students with an opportunity to acquire unique qualifications. Flexography is a print technology used to create most of the packaging we use daily, as well as many other products. Flexo students typically choose a pathway to management at Ryerson University's exclusive 4 year Graphics Communication Management program, Graphic Design programs, a college 2 year Packaging program at Mohawk College, or employment in the industry after graduation. The program will expose students to designing and producing industry standard products. The industry has a growing demand for managers, engineers, graphic designers, structural designers, ink chemists, quality control technicians and production staff. The program is financed and supported by the industry which eliminates any fees. Technical Math is a requirement.

## Specialized Programs

### **Regional Environmental Systems Technology: Heating, Ventilation, Refrigeration and Air Conditioning (HVRAC)**

Bramalea Secondary School's Environmental Systems regional program is open to all Peel board secondary students. Students in the program study heating, ventilation, refrigeration and air conditioning using leading-edge technology. The Bramalea program, which was established 20 years ago, is partnered with Humber College. Each credit obtained allows advanced standing/exemptions from courses in the first year HVRAC program at Humber College. Students who apply for the program in grade 9 are required to select Integrated Technologies (TTI 100) as one of their option selections. Students may also enter this program in grade 10 or 11.

Following successful completion of Integrated Technologies (TTI 100), students will take grade 10 Environmental Systems (TCH 230) as a single credit. In grade 11, students complete a two-credit package (TCH 367 and 369). Grade 12 also includes a two-credit college preparation package of Environmental Systems courses (TEE 460 and THE 460). A description of each course can be found at the back of this calendar. Enrolment is limited and students should apply for the program using the flex boundary process.

### **'Recipe for Success' Hospitality Program (OYAP) Specialist High-Skills Major**

This program, offered at Turner Fenton Secondary School, is open to all Peel board students who are enrolled full-time in grade 11 and 12 and who are interested in beginning a career as a professional cook. Applicants must be 16 years old and have completed 16 credits towards their OSSD or have completed the requirements of the grade 10 Certificate of Education. Students will prepare for employment in the food service industry, work in an entry-level position, graduate with a secondary school diploma, progress in a professional chef training program, enroll in related college diploma programs or continue in an apprenticeship program

### **Regional Co-operative Education Program**

*Caring for the Future* is offered through Brampton Centennial Secondary School and the William Osler Health Centre. It is a 4-credit co-op package for students exploring and planning careers in the health care sector. Students must be in grade 11 or 12, intend to go to college or university, and have successfully completed grade 11 biology (college or university level).

### **OYAP – Ontario Youth Apprenticeship Program – Brick and Stone Mason or Construction Craft Worker TCJ 4EC**

This three-credit specialized construction program is offered to senior students interested in pursuing careers in the construction industry. Candidates must be 16 years of age, have a minimum of 16 credits and enjoy physical work in an outdoor environment. The program consists of hands-on practical learning and classroom instruction delivered by Labourers International Union of North America (LIUNA – Local 183), as well as a co-operative education placement. This program is part of the Ontario Youth Apprenticeship Program and successful students will earn Level 1 in-school curriculum for the particular trade as well as acquire trade-specific competencies at their placements.

*(Prerequisite: one construction technology credit and recommendation of construction teacher)*

### **Centralized OYAP Program – General Carpenter**

This program is available to students in their final semester of secondary school, who will graduate upon the successful completion of their Co-operative Education/OYAP program. Students will be enrolled in a Co-op/OYAP program at their home school and must complete all components of the program by early May, before moving on to take the Level 1 (Basic) general carpenter apprenticeship training at the Carpenters' Local 27 (Woodbridge) in May/June. Successful candidates will then enter directly to paid unionized employment, arranged by the Carpenters' Local 27.

See the 'Co-op/OYAP section in the 'Student Stuff' website at [www.peelschools.org](http://www.peelschools.org) for more information.

# Specialized Programs

## Dual Credit Programs

Dual credit opportunities are provided to allow Grade 11 or 12 students to earn both college and secondary credits by offering a combined college and high school experience. In addition, dual credit programs may fulfill Reach Ahead SHSM requirements.

Students will have the opportunity to experience college life and gain some practical hands-on experience. College credits earned may be applied after graduation to a diploma program at the college attended. There will be no tuition costs. Textbooks are provided and transportation is arranged for dual credit students from several locations in Peel.

### *Sheridan College Dual Credit offerings:*

Dual Credits with Sheridan College at the Skills Training Centre in Oakville include courses such as Career Opportunities in Trade and Technology (COTT -1 secondary and 1 college credit) which include sampler courses in Construction Trades and Industrial Trades. You can also explore Trades and Technology Opportunities and Pathways (TTOP – 3 secondary and 3 college credits) such as Electrical, Precision Machining, Plumbing, and Welding. Students who choose any of the skilled trade courses offered at the Skills Training Centre are required to provide their own safety shoes/boots.

At the Davis Campus in Brampton, the dual credit offerings include courses such as Chemical/ Environmental Engineering and Wireless and Mobile Internet.

### *Humber College Dual Credit offerings*

Students earn one secondary and one college credit. At the North Campus (Finch and Hwy 27) the dual credit offerings include courses such as Introduction to Spa Management, and World Destinations. At the Lakeshore Campus (Lakeshore and Kipling) a sample of the dual credit offerings include courses such as Canadian Criminal Justice Systems and Social Psychology.

### *How can you participate?*

Detailed descriptions of all course offerings and the Dual Credit Applications for both Sheridan College and Humber College are available at [www.peelschools.org/student/index.htm](http://www.peelschools.org/student/index.htm). Students may consult with counselors or co-op teachers in their home school for more information.

## Peel Alternative School Programs

Programs at the north, south and west locations are alternative programs. These programs serve students with learning needs that are best met in an alternative setting. Criteria is program specific. Students are referred by the home school.

Included are students:

- with medical conditions, elite athletes or those with personal and family commitments (if over 16) who require flexible programming.
- who have experienced difficulties with attendance or negative influence of peers and who hope to have a more positive experience in a new setting.
- who prefer to work more independently than is possible in a regular school.

Programs are available for grade 9 and 10 students who are under 16 (Intermediate Alternative Program), older students who need credits in grade 9 and 10 (Foundations Program) and senior students who need grade 11 and 12 credits (Senior Program).

### **Temporary External Learning Link (TELL)**

The TELL program is a Peel Alternative School program in which students work on courses from the Ontario curriculum offered in an independent study mode. There is continuous intake to the program so that students can begin study in a course at the point of registration. A student can earn between two to four credits per semester. There are also opportunities for School-Work Transition and Co-operative Education placements. Referral is done through the home school.

### **PASonline.ca**

PASonline.ca provides an opportunity for students between 16 and 20 years of age to complete selected high school courses from the Ontario curriculum in an online environment. There is continuous intake to the program so students can begin study within days of their registration. A student can earn between two and four credits per semester at PASonline. Some students in full-time attendance at day school may wish to take a 4th credit in a semester online with approval from the day school. Referral is done through the home school. More details can be found at [www.PASonline.ca](http://www.PASonline.ca).

# Specialized Programs

## Section 23 Programs

The Peel District School Board provides Section 23 programs to secondary aged students who are in care, custody, corrections or treatment programs. Many of these students have emotional, behavioural and/or mental health issues that require extensive services beyond what is available in a secondary school setting. These secondary Section 23 programs are provided through partnerships with agencies in the Peel Region. The academic and treatment components of these programs are delivered by a multi-disciplinary team involving Peel District School Board staff and agency staff.

## English as a Second Language (ESL) Programs

ESL courses assist students whose first language is not English, to learn the language of instruction. Most have received educational experiences in their own countries that have prepared them for success in the secondary school program. Depending on their previous experience with English, they may be placed in ESL level 1, 2, 3, 4 or 5. All students who are new to Peel can make an appointment at a We Welcome the World Centre for an orientation interview. Part of the interview will include a determination of English literacy and mathematics skills.

## English Literacy Development (ELD) Programs

The regional ELD program provides literacy development for students who have significant gaps in their education. It is designed for students of all language backgrounds who have recently arrived from countries where access to education may have been very limited or who have had limited opportunities to develop literacy skills. All students who are new to Peel can make an appointment at a We Welcome the World Centre for an orientation interview. Part of the interview will include a determination of English literacy and mathematics skills.

## External Credits

Students who complete Royal Conservatory Certification (or other equivalents) may qualify for a maximum of two external credits that can be used for OSSD purposes. Documentation should be provided to the guidance office.

# Specialized Programs

## Specialist High Skills Major (SHSM)

### *What Is a Specialist High Skills Major?*

- A Specialist High Skills Major (SHSM) is a ministry-approved specialized program that allows students to focus on knowledge and skills that are of particular importance in certain economic sectors, and to obtain certifications recognized in those sectors, as they work towards meeting the requirements for an Ontario Secondary School Diploma (OSSD). Students who graduate with a SHSM designation on their diploma are prepared for success in a particular sector and in the postsecondary destination of their choice, whether it be apprenticeship training, a college or university program, or the workplace.
- Every SHSM must include the following five components, which are outlined in detail in ministry-approved frameworks developed for each area of specialization
  1. A bundle of 8-10 required credits in Grade 11 and 12 courses that constitute a pathway to one of four possible destinations: apprenticeship training, college, university, or the workplace. The package must include:
    - four credits – called the “major” credits – for courses that provide knowledge and skills closely related to the particular sector of specialization, which are specified in each of the frameworks;
    - two to four additional required credits for courses in English and other relevant disciplines (e.g., science, mathematics, or business studies), as specified in each of the frameworks, which include units of study that are customized to the particular sector. Some credits (e.g., English) may be used to meet compulsory credit requirements for the OSSD;
    - two co-operative education credits, which may be used to meet two of the 18 compulsory credit requirements for the OSSD.
  2. Compulsory certifications, which are identified in each SHSM framework.
  3. Experiential learning through job shadowing and work experience.

4. Use of the Ontario Skills Passport (OSP) to document demonstration of essential skills and work habits.
5. “Reach ahead” opportunities, which allow students to experience learning in their intended postsecondary destination and which can range from a day of attendance at a college, a university, an apprenticeship program, or a workplace.
  - More information about SHSMs is available at <http://www.edu.gov.on.ca/eng/6ways/welcome.html>.

Currently, the following Specialist High Skills Major programs are in place in Peel District School Board:

### **Business**

Central Peel SS  
Harold M Brathwaite SS

### **Construction**

Fletcher’s Meadow SS  
Meadowvale SS

### **Environment**

Turner Fenton SS

### **Health and Wellness**

Chinguacousy SS

### **Hospitality and Tourism**

Fletcher’s Meadow SS  
Gordon Graydon Memorial SS  
Sandalwood Heights SS  
Turner Fenton SS  
West Credit SS

### **Information and Communications Technology**

Heart Lake SS

### **Manufacturing**

Clarkson SS  
Port Credit SS  
Rick Hansen SS  
Sandalwood Heights SS

Please check the individual school’s listings for more information.

# Programs For Students With Special Education Needs

Access to these programs requires an Identification, Placement and Review Committee (IPRC) meeting

## **Learning Support**

*Learning Support Level 1 (LS 1)* is for students who are taking the Learning Strategies (GLE) courses. Credits are granted for GLE and students can take up to 4 GLE credits.

*Learning Support Level 2 (LS 2)* is a level of support for students who require ongoing monitoring and assistance and is not credit granting.

## **Special Education Regional Programs**

### ***Developmental Disabilities Program***

The program provides intensive support in functional communication skills, personal competence, social skills, independence, basic literacy and numeracy skills as they apply to life situations based on the students' cognitive level. Regular consultation with support personnel regarding medical, physical, speech and language needs is planned along with the parents. Appropriate support for students and parents to assist in the planning of future transitions is initiated.

Placement in this program requires an Identification, Placement and Review Committee (IPRC) meeting.

### ***District Developmental Disabilities Program***

The program provides intensive support in functional communication skills, personal competence, social skills and independence. There is a focus on the development of basic literacy and numeracy skills as they apply to life situations based on the students' cognitive level. Regular consultation with support personnel regarding medical, physical, speech and language needs is planned along with the parents. Appropriate support for students and parents to assist in the planning of future transitions is initiated.

Placement in this program requires an Identification, Placement and Review Committee (IPRC) meeting.

### ***Developmental Disabilities Resource Program***

The program provides support in functional communication skills, personal competence, social skills, independence, basic literacy and numeracy skills as they apply to life situations based on the students' cognitive level. The focus of the program is on integration. Appropriate support for students and parents to assist in the planning of future transitions is initiated. Students move to a transition program after 4 – 5 years.

Placement in this program requires an Identification, Placement and Review Committee (IPRC) meeting.

### ***Transition Program (19 To 21 years)***

The Transition Program provides support for students to learn skills appropriate for the workforce and/or to live in the community beyond school.

Access to adaptive and assistive technology is available.

Placement in this program requires an Identification, Placement and Review Committee (IPRC) meeting.

### ***ASD Resource Program***

The program is designed to support students with a diagnoses of Autism Spectrum Disorder. Contained classes in Learning Strategies (GLE) are offered. Teacher assistance and Teaching Assistant support allows for flexible timetabling permitting fewer classes if necessary. A homeroom base, resource support, and access to assistive technology is available for program participants.

Placement in this program requires an Identification, Placement and Review Committee (IPRC) meeting.

# Programs For Students With Special Education Needs

## *Vocational Programs*

***Vocational Level One Program*** – focuses on the acquisition of basic literacy and numeracy skills, emphasizing the life skills application of knowledge related to independent living and the workplace.

***Vocational Level Two Program*** - focuses on the acquisition of basic literacy and numeracy skills, practical application of knowledge related to employment opportunities, and the development of specific skills for the workplace.

Placement in this program requires an Identification, Placement and Review Committee (IPRC) meeting.

## ***Regional Secondary Enhanced Program***

This program supports differentiated learning experiences of a depth and breadth beyond those provided in the regular school program. Grade 9/10 core subjects English, Mathematics, Science, Geography/History, and grade 11/12 English and Math (site dependent) are provided.

Placement in this program requires an Identification, Placement and Review Committee (IPRC) meeting.

## ***Regional Secondary Communication Program***

Provides more intensive support to students who would be successful in the regular secondary program but require additional support. The special education support is delivered through timetabling, Teaching Assistants, assistive technology and specific teaching strategies. This support is offered in Mathematics, English, Science and History/Geography for grades 9/10 and Math and English may be included for grades 11 and 12 (site dependent).

Placement in this program requires an Identification, Placement and Review Committee (IPRC) meeting.

# Board and School Supports and Policies

## Special Education Advisory Committee (SEAC)

Each school board is required to establish a Special Education Advisory Committee. This committee includes three trustees and representatives from local parent associations. These representatives serve as advocates for students and parents. The associations have useful parent resources. Information about SEAC, the board's special education parent policies and programs can be obtained by calling 905-890-1010, ext. 2345 or by visiting [www.peelschools.org](http://www.peelschools.org).

## Independent Learning Centres

Some secondary schools operate independent learning centres within their day school programs. Students can receive credits by working through Ministry-approved independent study curricula provided by the school with the support of a teacher. Assignments and evaluations are marked by the teacher. These programs assist students in the following circumstances:

- student needs to begin a course mid-year or mid-semester
- student needs an alternative delivery mode for the course (independent learning)
- student has a conflict in her timetable with two courses, one of which can be offered at the ILC
- extenuating circumstances have prevented the student from being successful in the regular program course

## Independent Learning Centres – TVOntario

Students 18 years of age or older can choose to register for an ILC course through TVOntario. Students must provide a "Date of Leaving" letter from the last secondary school attended along with a copy of their Ontario Student Transcript. There is a fee for registration in each course. See the TVO website for more information – [www.ilc-cei.com](http://www.ilc-cei.com).

## Remedial Programs

All schools offer remediation for students who require assistance with their courses. This may be offered in a variety of formats:

- after-school assistance by subject teachers. The student should contact his subject teacher for assistance as needed.
- remediation in literacy or numeracy during class time or spare periods as arranged by the school.
- peer tutoring in specific subjects arranged during lunch, spare periods, or after school through the guidance department.
- Counting On You: a remedial literacy and numeracy program, for students in grade 9 and 10, currently offered at 25 secondary schools across Peel. Running outside of regular school hours, each participating school may run a program either before school, after school, in the evenings or on weekends. Each program is specific to the school it runs out of and is taught by certified day-program Peel teachers from that school.
- Also offered through Counting On You, for any interested school, is a three day March Break program and a month-long Credit Completion summer school program in July. Brochures are available in school guidance offices where the program is offered as well as from Alternative Programs, at Peel District School Board.

# Board and School Supports and Policies

## Credit Recovery

Credit recovery programs help Grades 9 and 10 students earn the credits they have previously failed to achieve, as they develop the learning skills needed for academic success. These programs:

- focus on improving learning skills.
- may target particular curriculum expectations that students have failed to achieve.
- may include behavioural or other supports.
- may involve the recovery of more than one credit.
- can involve both independent and group learning.
- may be combined with remedial programs, and may accommodate continuous intake.

*(excerpt from Strategies for Student Success, Ontario Ministry of Education pamphlet, 2005)*

Credit recovery programs are available in schools. Please check with your home school for availability and detailed information.

## Course Changes – From Grade 9 to 10

Students who are successful in any academic or applied grade 9 course may select either the academic or applied course in the same subject in grade 10. Students planning to switch from one course type in grade 9 to another in grade 10 in the same subject are strongly encouraged to complete additional independent course work in order to demonstrate the achievement of the learning expectations. The student may access courses, called Crossover Materials, online at [www.ilc-cie.com](http://www.ilc-cie.com).

## Course Changes – Math: From Grade 9 to 10

Students who successfully complete the grade 9 academic course may proceed to either the grade 10 academic or the grade 10 applied course. Those who successfully complete the grade 9 applied course may proceed to the grade 10 applied course. Students wishing to change to a grade 10 academic course from a grade 9 applied must complete the grade 9 academic course.

## Course Changes – From Grade 10 to 11 or 11 to 12

A student wishing to change course types between grades 10 and 11 and/or grades 11 and 12 must complete the designated course prerequisite.

## Student Expectations

Each school produces a student handbook every year. It includes important information on student expectations with respect to achievement, attendance and punctuality, resource supports such as computer use, the library resource centre and the student Code of Conduct.

## Assessment, Evaluation, and Reporting

Each school has an assessment and evaluation policy based on board and Ministry policy. Standardized provincial report cards are issued at mid-term and at the end of a semester (November, February, April and June) in semestered schools and at trimesters (December, March and June) for non-semestered schools. Final evaluations are conducted for each course in a student's timetable. There are no exemptions from these final evaluations. Some of these are scheduled during class time and the rest are scheduled during examination days at the end of the semester and year. Examination dates can be found in the school year calendar, which is available online at [www.peelschools.org](http://www.peelschools.org) in the "Get the Facts" section. Vacations, work experiences and other personal activities must be scheduled outside of examination days. In addition, final evaluations are scheduled during the last two to three weeks of the semester and year.

# Board and School Supports and Policies

## Fees for Courses

Regional programs related to specific academic themes have an application fee and an annual fee. The application fee supports the work done to determine who will be accepted into the program (clerical, auditions, document reviews, etc). The annual fee provides resources such as guest artists or experts and specialized equipment that may be necessary to ensure the quality of the program and instruction. The fees are indicated on the application package available for each candidate from the school offering the program.

Individual courses at any school may have a fee. These fees are collected to provide art kits for students with personal equipment like paintbrushes and art pencils, workbooks that are for individual students and are not re-usable, materials for special projects beyond the mandatory program, e.g., lumber for furniture, which will be taken home by the student or fabric for personal sewing projects, and special activities of an optional nature, such as ski trips for recreational physical education programs.

If applicable, fees are indicated beside the course listing in the course offering charts. The following fee legend applies to each school's chart:

+	\$1 – \$10
++	\$11 – \$50
+++	more than \$50

Exact amounts can be determined by inquiring at the particular department offering the course.

## Flexible Boundary Policy

The Flexible Boundary Policy can be found on the PDSB website: [http://www.peelschools.org/departments/diroff/policies/policy\\_19.htm](http://www.peelschools.org/departments/diroff/policies/policy_19.htm)

The Flexible Boundary Application form is available at **all** elementary and secondary schools.

Students are expected to attend their home secondary school as determined by official school boundaries

available at each secondary school and provided through Planning and Accommodation Support Services at extension 2212.

There are some exceptions to this expectation:

- The student has been accepted into a regional program. See information about regional programs on page 10. Transportation is not provided to these sites unless the student is entering through an Identification Placement Review Committee (IPRC) (e.g., regional gifted program).
- The student moves into Peel, part way through the school year, into a school boundary where the home school is semestered and the student has been in a non-semestered school prior to arrival or vice-versa. The student will apply for permission to attend a nearby school that offers the matching semestered or non-semestered timetable for the balance of the school year. In September of the next school year, the student will register at the home school regardless of semestering.
- The student wishes to access a program at another school that is not offered at the home school. The student and parent will complete a "Flexible Boundary" application form at the home school and seek approval from the principal of the requested school. Transportation will not be provided.
- The student wishes for other reasons to attend a different school in Peel. The "Flexible Boundary" application must be completed and approved by the principal of the requested school as above. Transportation will not be provided.

## Student Bursaries and Scholarships

All graduating students should check the list of Peel scholarships and bursaries regularly to view the wide range of opportunities for post-secondary funding.

The list is available online at [www.peelschools.org](http://www.peelschools.org). Go to the "Student Stuff" section.

# Prior Learning Assessment and Recognition Process (PLAR)

## PLAR Process for Adolescents

Prior Learning Assessment and Recognition (PLAR) is a way of evaluating and recognizing learning that has been acquired outside of secondary school. The student's knowledge is evaluated against the expectations outlined in provincial curriculum policy documents in order to determine whether a credit in the subject should be awarded to the student without the student having to enroll and attend the course. Students may earn no more than four credits through the challenge process (with no more than two credits in any one discipline). Students may not challenge certain types of courses (e.g., grade 9 courses, locally developed courses, Co-operative Education courses).

- All credits granted through the PLAR challenge process represent the same expectations and standards of achievement as credits granted to students who have taken the courses.
- Students may challenge for credit for a course only if they can provide reasonable evidence that they would be likely to be successful in meeting the overall course expectations as outlined in the curriculum policy documents. In Peel, students interested in pursuing a PLAR challenge should obtain an "Information about the PLAR Challenge Process" guideline from the guidance office.
- Students must submit to their principal an "Application to Challenge for Credit for a Course" as well as a PLAR Challenge Support Package to meet course selection timelines, no later than March 1. For challenges for credit for grade 10 courses, only passing percentage grades will be entered on the Ontario Student Transcript (OST). No notation will be entered on the OST if the student withdraws from or receives a failing grade in the challenge process.
- For challenges for credit for grade 11 and 12 courses, passing and failing percentage grades will be entered on the student's OST. No notation will be entered on the OST if the student withdraws from the challenge process.

## PLAR Process for Mature\* Students

Prior Learning Assessment and Recognition (PLAR) for Mature Students is the formal evaluation and credit-granting process through which mature students, who are

enrolled in a secondary school course, may obtain credits for prior learning. Mature students may obtain credits towards the Ontario Secondary School Diploma (OSSD) for knowledge and skills that they have acquired, in both formal and informal ways, outside secondary school..

The PLAR process involves:

- Grade 9 and 10 individual assessment/equivalency process
- Grade 11 and 12 equivalency process
- Grade 11 and 12 challenge process

In all cases, the knowledge and skills gained through education, work experience and training must be directly related to the provincial curriculum expectations.

Through the PLAR process, a mature student may be granted up to 26 credits towards his OSSD by the principal. For more information and details about how to apply, mature students attending regular secondary schools should see their guidance counsellor. Adults enrolled in or considering adult education should contact the Adult Education Centre Credit Program, Mississauga Campus at 905-270-6000, ext. 420.

\* **Note:** a mature student is a student who is at least 18 years of age on or before December 31 of the school year in which he or she returns to school, who was not enrolled in a day school program for a period of at least one year, and who is enrolled in a secondary school program or an adult education program for the purpose of obtaining an OSSD.

Effective February 1, 2004, the following mature students will follow the PLAR process and be required to meet OSS requirements to be eligible for an OSSD:

- mature students who were enrolled in an Ontario Secondary School in grade 9 in 1999-2000 or later
- mature students who are from out of province as of February 2004
- mature students who are from out of country as of February 2004

Mature students (those over the age of 18) who were enrolled in an Ontario secondary school prior to February 1, 2004 may either be granted Maturity Credits and work towards the OSSD under OSIS diploma requirements or choose the PLAR process and work towards the OSSD under OSS diploma requirements.

# Continuing Education

## Online Courses

Online courses are available at Online Night/Summer School and at PAsOnline.ca (the online day school program). Assignments, discussions, research and testing are done online along with some offline activities. Students must have access to a computer with an internet connection to participate in this program. Talk to the guidance counsellor at your home school to discuss and process your registration.

Please check the websites below for updated course offerings.

Online Night/Summer School –

[www.peelschools.org/con-ed-online](http://www.peelschools.org/con-ed-online)

Online day school program – [www.PAsOnline.ca](http://www.PAsOnline.ca)

## Summer School

Credit Summer School operates during the month of July and into early August each summer. Active Peel day school students must register through the guidance office at their home school. Day school students from other boards must visit their guidance office to obtain permission to attend summer school. Summer school is designed for students who have failed a course during day school and wish to repeat the course in an attempt to improve their marks. As well, students can take a new credit over the summer. Locations and availability of courses are indicated in the summer brochure, which becomes available during the last week of April. Online courses are also available. This information is also posted on the Peel board website at [www.peelschools.org/alt\\_programs/con\\_ed](http://www.peelschools.org/alt_programs/con_ed).

## Night School (for day school students)

Night School programs are available for secondary school credits. Active Peel day school students must register through the guidance office at their home school.

Day school students from other boards must visit their guidance office to obtain permission to attend night school. Students are expected to take courses in the regular day school program and only select night school for courses not available at their home school. Adults may also register for these courses. Online courses are also available. Information is available on the Peel board website at [www.peelschools.org/alt\\_programs/con\\_ed](http://www.peelschools.org/alt_programs/con_ed).

## International Languages

A select number of International Language courses are available for credit for secondary school students and for interest for elementary school students. These programs run on Saturdays or Sundays. Information is available on the Peel board website at [www.peelschools.org/alt\\_programs/con\\_ed](http://www.peelschools.org/alt_programs/con_ed).

## Adult Education (secondary school credits)

Secondary school credits are offered to adults, 21 years of age and older, during the day in both Brampton and Mississauga. Evening programs are offered in Mississauga only for adults, 18 years of age and over, who are not attending a day school. Information is available on the Peel board website at [www.peelschools.org/alt\\_programs/adult\\_ed](http://www.peelschools.org/alt_programs/adult_ed).