

ADMINISTRATIVE PROCEDURE 220

Co-Operative Education and Experiential Learning Programs

Background

The district endorses co-operative education, job shadowing and work experience programs for students in all of its secondary schools which follow the Ministry of Education's policies and procedural guidelines for programs of this kind and are in accordance with the district's own procedures.

Procedure

1. Programs listed under this administrative procedure shall follow the direction of the relevant Ontario curriculum documents.
2. Co-operative education courses shall be offered in accordance with the Board's *Co-operative Education Policies and Other Forms of Experiential Learning Policy & Procedure (2001)*.
3. The district supports at each school site a co-operative education program offered with the framework of the regular day school program.
4. Experiential Learning Programs - in the form of job shadowing or course-related work experience - will be structured for students in accordance with the requirements set by the district and will follow the direction set by the Ministry of Education through the relevant curriculum policy documents.
5. Participation in nationally sponsored career education programs (e.g. Take Our Kids to Work) will be determined by secondary school principals within the district, in consultation with the appropriate Superintendent of Schools within the district.

Requirements

1. See Table "A": *Requirements for Facilitating Student Job Shadowing/Work Experience (May 2006)*

Legal Reference:

Education Act, S. 170.2(12)

Co-operative Education and Other Forms of Experiential Learning: Policies and Procedures for Ontario Secondary Schools (2000)