

Knowledge and Employability Courses

Parent Information and Consent

Knowledge and Employability courses provide students in grades 8 to 12, who meet the criteria, with opportunities to experience success and become well prepared for further studies, employment, citizenship, and lifelong learning.

Knowledge and Employability courses include and promote:

- workplace standards for academic, occupational, and employability skills,
- practical applications through on-and off-campus experiences and/or community partnerships, and
- career development skills to explore occupations, assess career skills and develop a career-focused portfolio.

Enrolment in a Knowledge and Employability course(s) includes creating a Learning Plan for each student through consultation. Each student enrolls in individual courses based on assessment, level of ability in each course, and career and secondary/post-secondary goals. Some students may transition successfully from Knowledge and Employability courses to other courses in order to achieve a high school diploma or to access post-secondary opportunities (e.g., some colleges, some apprenticeship programs). Reviewing each student's Learning Plan on an annual basis will assist in adjusting their goals and courses as needed.

The following key information is important to parental understanding of Knowledge and Employability courses:

- **Your son/daughter will be eligible for a Certificate of High School Achievement upon fulfilling the Knowledge and Employability completion requirements.**
- **Your son/daughter may have an opportunity to transition from Knowledge and Employability courses to Diploma courses on a course-by-course basis and may have an opportunity to achieve an Alberta High School Diploma.**
- **Your son/daughter may only be eligible to obtain an Alberta High School Diploma upon fulfilling significant additional requirements.**
- **Your son/daughter may have access to additional semesters in a high school if at September 1 in a year is younger than 19 years of age (as per the Education Act), or at the discretion of the administrator.**

Checklist for Parents

Students benefit most when their needs and their education plan are appropriately matched. The questions below **may serve as guidelines** for determining the suitability of your child's enrollment in one or more Knowledge and Employability courses.

- o Is your child a minimum age of 12 years, 6 months?
- o Has your child measured 2 to 3-grade levels below their appropriate grade level standardized and classroom assessments?
- o Does your child have a history of low achievement?
- o Does your child prefer instruction that can be applied to practical, everyday experiences?
- o Does your child find reading difficult?
- o Does your child find math difficult?
- o Have you had a discussion with your child regarding their goals beyond high school?
- o Has your child expressed an interest in courses related to the world of work?
- o Does your child require support in developing workplace skills?

Elk Island Catholic Schools recognizes that students, parents, and school personnel play important roles in programming for students. One of the goals of the Knowledge and Employability courses is to help students become successful, independent learners.

- Knowledge and Employability courses may provide the best academic and practical opportunities available for some students to reach their maximum potential so they can become contributing members of society
- Knowledge and Employability courses provide students in grades 8 to 12 (who meet the criteria) with opportunities to experience success and become well prepared for employment, further studies, citizenship and lifelong learning.

_____ is identified by school personnel as an individual (minimum age of 12 years 6 months) who may benefit from access to one or more of the Knowledge and Employability courses.

These courses include: _____.

Consent:

Registration in a Knowledge and Employability course(s) requires the informed, annual consent of a parent/guardian and student. Informed consent means that parents/guardians and students are fully aware that Knowledge and Employability courses have reduced academic expectations and a greater emphasis on occupational exploration and preparation.

To indicate your informed consent, please read the following and sign below:

- o I understand that my son/daughter (I) will be eligible for the Certificate of High School Achievement upon fulfilling the completion requirements.
- o I understand that my son/daughter (I) may have an opportunity to transition from Knowledge and Employability courses to Diploma courses on a course-by-course basis and may have an opportunity to achieve an Alberta High School Diploma.
- o I understand that my son/daughter (I) may only be eligible to obtain an Alberta High School Diploma upon fulfilling significant additional requirements.
- o I understand that my son/daughter (I) may have access to additional semesters in a high school if at September 1 in a year is younger than 19 years of age or at the discretion of the administrator.
- o I understand that my son/daughter (I) may not be successful in the Diploma Course, if I decline the opportunity to enroll my student in a Knowledge and Employability Course
- o I understand that not all occupational courses will be offered at the designated high school.
- o I have had the Knowledge & Employability program and pathways information explained to me.
- o I have had the opportunity to ask questions and have them answered. Interpreter provided as required.

If your son/daughter is under the age of 16, this consent must be signed each year. After the age of 16, consent will be in effect for the duration of the courses.

☐ I consent to the placement described above.

_____ Name of Parent/Guardian (printed)	_____ Signature of Parent/Guardian	_____ Date
_____ Name of Student (printed)	_____ Signature of Student	_____ Date
_____ Name of School	_____ School Personnel Requesting Consent (printed)	_____ Signature of School Personnel Requesting Consent
		_____ Date (printed)

☐ I decline the placement described above at this time. I understand that if I change my mind, I can discuss this again with school administration at a later date.

Administrative Use: Alberta Education Student ID #: _____