



School District No. 27 (Cariboo-Chilcotin)

SECONDARY SCHOOL APPRENTICESHIP

Policy No. 6141.6

Effective: November 2005

Initial Adoption: November 2005

Preamble

Secondary School Apprenticeship increases the relevance and practical application of the secondary school curriculum. This is accomplished by linking the programs directly with the world of work. Secondary School Apprenticeships also provide a seamless transition to work from school by means of a provincially accredited program.

Policy

School District 27 (Cariboo-Chilcotin) will support apprenticeship training by providing students with access to training as part of their secondary school education program.

Regulations

A. Coordination

1. All coordination of the SSA program is to be district based.
2. The district coordinator will be responsible for the development and up keep of district guidelines for the SSA program.

B. Course Credit

1. Application of course credit is based on meeting the learning outcomes of SSA.
2. Credit is applied for every 120 hours of work-based training achieved.
3. Course codes that are to be used are:
 - i. SSA 11A
 - ii. SSA 11B
 - iii. SSA 12A
 - iv. SSA 12B

C. Preparing Students

1. All students must complete the Employment Standards and Workplace Safety learning outcomes from Planning 10 before enrolling in SSA.
2. All students must have an in-school orientation to the program that includes WCB Regulation 3.12: The Right to Refuse Unsafe Work.

D. Registering Students

1. All students wishing to enroll in SSA must make application to the

district coordinator.

2. The district coordinator will assist students and their sponsors with registering apprenticeships with the ITA.

E. Placing Students

1. For SSA students that are already working, schools must ensure that they have received a work safety orientation.
2. Educators must discuss with employers the importance of providing SSA students with an orientation to workplace safety practices specific to their work environment.
3. A Worksite Safety Inspection must take place for all employer not previously used for SSA.
4. Students that are not already working are required to undergo at least 30 hours of job shadowing or hands-on work experience in a related trade prior to SSA registration.

F. Training Plans

1. Once students are registered with ITA, a Training Plan must be developed in conjunction with the employer/sponsor.
2. The Training Plan will form the basis for evaluating student achievement.

G. Workers' Compensation

1. WCB coverage must be provided by the employer/sponsor.
2. SSA students must show that they are working at sites where WCB coverage is provided.

H. Monitoring and Evaluation

1. All SSA students must be monitored by the district coordinator.
2. Regular communication with both the workplace supervisor and the students must take place.
3. Regular visitations to the worksite must take place.
4. All evaluations are to be based on the SSA learning outcomes as articulated in the Training Plan.