

Administrative Procedures 212

Alternative Courses



Adopted: June 28, 2011

Amended: November 12, 2020

External References:

- Education Act: Sections 87, 176
- Ministry of Education Policy, Guidelines and Procedures for Alternative Education Programs 2016

Internal References

- Form 212-1 Alternative Course Enrollment
- Form 212-2 Colony School Permission Alternative and Functionally Integrated Vocation Program

Background

Most students are able to successfully complete the regular or modified program of studies. In some cases, appropriate adaptations are required as outlined by the Ministry of Education and the Sun West School Division Supporting all Learners Handbook. However, there will be occasions when teachers and administration are of the opinion that a student is not capable of meeting the foundational and learning objectives of regular or modified programs and therefore may need to be placed in alternative courses.

At the secondary level, only alternative courses which have been approved for the Division by the Ministry of Education may be used.

Procedures

1. A teacher recommends a student for an alternative course. This recommendation is discussed with the Student Support Teacher, the Principal, the student involved and his/her parents/guardians and other outside consultants/agencies as appropriate prior to placement in an alternative course.
2. Achievement and cognitive testing must be completed prior to making a decision on final placement.
3. Based on the discussions and assessments, the Principal, in consultation with Student Support teachers, classroom teachers and Student Support Services Consultant, will make a decision as to the program in which the student will be placed.
4. A student enrolled in an alternative course(s) shall remain in the regular classroom. Student Support teachers and educational assistants may provide support, but the regular classroom teacher is responsible for the program.
5. Parents/guardians and the student will be consulted and provided with an opportunity to meet with the staff. The following information is to be provided to parents and student:
 - 5.1 Program goals and content.
 - 5.2 Differences between regular, modified and alternative courses.
 - 5.3 Career and post-secondary implications.
 - 5.4 Method of delivering the program.
 - 5.5 Rationale for recommending the program.
6. Parents/guardians will sign Form 212-1 Alternative Course Enrollment acknowledging their child will be placed in an alternative course(s). This form is signed for each alternative class a student is

enrolled in and, therefore, must be kept up to date. The parents have the right to discuss their child’s educational options with the Principal or designate prior to a final decision being made.

7. Parents always have the right to bring their concerns to the Director or designate as a final step in this process.
8. Below is a listing that will assist in determining the courses required. Questions can be forwarded to Carole Butcher, Superintendent of Student Support Services (carole.butcher@sunwestsd.ca).

Area of Study	Alternative Education Program (Various combinations of Regular, which includes Modified and Alternative Education Courses)
English Language Arts	5
Mathematics	2
Science	1
Social Studies	1
Health Education/Physical Education	1
Arts Education/Practical and Applied Arts	1
SUB-TOTAL	11
Electives	13
TOTAL	24
	At least 5 credits must be at the Grade 12 level