

**JOHN GRANT HIGH SCHOOL
STANDARDS & PROCEDURES**

Department or Subject:	Work Skills
Cycle and Level Taught:	Work-Oriented Training Path – Pre-Work 3
Course Code:	608234

Term 1 (20%)		
<i>Competencies Targeted</i>	<i>Evaluation Methods</i>	<i>General Timeline</i>
<ul style="list-style-type: none"> ● Develops specific competencies associated with one or more semi-skilled trades ● Adopts attitudes and behaviours required in the workplace 	<ul style="list-style-type: none"> ● On-site assessments ● Observation ● Self-evaluations ● Google Classroom assignments/quizzes 	<ul style="list-style-type: none"> ● Weekly ● Weekly ● Biweekly ● Weekly
<i>Communication to Students and Parents</i>	<i>Other Pertinent Information [Topics Examined]</i>	
	Students are evaluated on:	

<ul style="list-style-type: none"> ❖ Agenda ❖ Phone Calls ❖ Emails ❖ Progress Report ❖ Report Card ❖ Parent-teacher interview ❖ Google Classroom ❖ Google Meet (as necessary) ❖ Weekly interactions with workplace supervisors and co-workers ❖ Monthly team meetings with employers, teachers, career advisor, principal and student 	<ul style="list-style-type: none"> ● Specific competencies associated with one or more semi-skilled trades decided by the teacher based on a student's strengths and abilities ● Responsibility and reliability ● Respect for the work environment ● Self-discipline ● Autonomy ● Relationships and Teamwork ● Thoroughness ● Attentiveness and Open-mindedness ● Desire to learn and improve ● Initiative
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Term 2 (20%)		
<i>Competencies Targeted</i>	<i>Evaluation Methods</i>	<i>General Timeline</i>
<ul style="list-style-type: none"> ● Develops specific competencies associated with one or more semi-skilled trades ● Adopts attitudes and behaviours required in the workplace 	<ul style="list-style-type: none"> ● On-site assessments ● Observation ● Self-evaluations ● Formative and summative evaluations in accordance with the teacher and the employer ● Google Classroom assignments/Quizzes 	<ul style="list-style-type: none"> ● Weekly ● Biweekly ● End of Term
<i>Communication to Students and Parents</i>	<i>Other Pertinent Information [Topics Examined]</i>	
	Students are evaluated on:	

<ul style="list-style-type: none"> ❖ Agenda ❖ Phone Calls ❖ Emails ❖ Progress Report ❖ Report Card ❖ Parent-teacher interview ❖ Google Classroom ❖ Google Meet (as necessary) ❖ Weekly interactions with workplace supervisors and co-workers ❖ Monthly team meetings with employers, teachers, career advisor, principal and student 	<ul style="list-style-type: none"> ● Specific competencies associated with one or more semi-skilled trades decided by the teacher based on a student's strengths and abilities ● Responsibility and reliability ● Respect for the work environment ● Self-discipline ● Autonomy ● Relationships and Teamwork ● Thoroughness ● Attentiveness and Open-mindedness ● Desire to learn and improve ● Initiative
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Term 3 (60%)		
<i>Competencies Targeted</i>	<i>Evaluation Methods</i>	<i>General Timeline</i>
<ul style="list-style-type: none"> ● Develops specific competencies associated with one or more semi-skilled trades ● Adopts attitudes and behaviours required in the workplace 	<ul style="list-style-type: none"> ● On-site assessments ● Observation ● Self-evaluations ● Formative and summative evaluations in accordance with the teacher and the employer ● Google Classroom assignments/Quizzes 	<ul style="list-style-type: none"> ● Weekly ● Biweekly ● End of Term
<i>Communication to Students and Parents</i>	<i>End of Year Evaluation</i>	<i>Other Pertinent Information [Topics Examined]</i>

<ul style="list-style-type: none"> ❖ Agenda ❖ Phone Calls ❖ Emails ❖ Progress Report ❖ Report Card ❖ Parent-teacher interview ❖ Google Classroom ❖ Google Meet (as necessary) ❖ Weekly interactions with workplace supervisors and co-workers ❖ Monthly team meetings with employers, teachers, career advisor, principal and student 	<p>Summative and Formative Evaluations</p>	<p>Students are evaluated on:</p> <ul style="list-style-type: none"> ❖ Specific competencies associated with one or more semi-skilled trades decided by the teacher based on a student's strengths and abilities ❖ Responsibility and reliability ❖ Respect for the work environment ❖ Self-discipline ❖ Autonomy ❖ Relationships and Teamwork ❖ Thoroughness ❖ Attentiveness and Open-mindedness ❖ Desire to learn and improve ❖ Initiative
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Additional Information / Specifications (e.g., materials required):

This course has an accompanying Google Classroom that students can access using their EMSB account (username and password) at classroom.google.com

Students will be able to access course materials and submit work into the Google Classroom platform for evaluation.

In case of absence, each student has the responsibility to access the coursework online in the Google Classroom and submit any assignments. Teachers will be available to accompany students in their learning.