



Greater Essex County District School Board

Mr. J. Procter, Principal
Mr. C. Szpak, Vice-Principal

**STUDENT PLANNER AND HANDBOOK
2017-2018**

Student Name: _____

YOUTH & ADULT SERVICES IN THE COMMUNITY

| Information/Referral Support | Services for the Homeless |
|---|---|
| Windsor-Essex County Health Unit (Windsor, Essex, & Leamington) 519-258-2146 | The Inn of Windsor (females 13-18 years) 519-252-7768 |
| Telehealth Ontario 1-866-797-0000 | Street Health 519-997-2824 |
| CanAm Indian Friendship Centre of Windsor 519-253-3243 | Well-come Centre Shelter for Women (females 18 & older) 519-971-7595 |
| Access County Community Support Services 519-733-8983 or 1-877-733-8983 | Windsor Residence for Young Men (16-24 years) 519-221-8464 |
| Hotel-Dieu Grace Healthcare Regional Children's Centre Help Link 519-252-2313 | Access County Community Support Services Emergency Housing Hotline 519-981-2599 |
| New Beginnings Youth Opportunity Strategy 519-254-6999 | Windsor Youth Centre (16-25 years) 226-674-0006 |
| Windsor-Essex 211 211 | Housing First 519-254-4824 |
| New Beginnings Risk Intervention & Prevention Program (age 12-20) 519-254-2363 ext. 3 | |
| The Referral Matrix www.matrix.resourcenetwork.ca | |
| | Lesbian/Gay/Bisexual/Transgender/Questioning (LGBTQ) Youth Services |
| Crisis Support | SAFE www.safewindsor.com |
| Windsor-Essex Children's Aid Society 1-800-265-5609 or 519-252-1171 | Access County Community Support Services 519-733-8983 |
| Community Crisis Centre of Windsor-Essex County (24 hr) 519-973-4435 | AIDS Committee of Windsor Youth Services (13-18 years) 519-973-0222 or 1-800-265-4858 |
| Hotel-Dieu Grace Healthcare Regional Children's Crisis Centre Service & Walk-in Clinic 519-257-5215 | Windsor Youth Centre (GSA) (16-25 years) 519-563-9271 |
| Help Lines | Trans-Spectrum 519-973-4656 |
| Kids Help Phone (24 hr) 1-800-668-6868 | Windsor Pride 519-973-4656 |
| Distress Centre of Windsor-Essex County (noon to midnight) 519-256-5000 | Youthline (4:00-9:30 pm, Sun. to Fri.) 1-800-268-9688 |
| Drug and Alcohol Helpline 1-800-565-8603 | Windsor Family Health Team 519-250-5656 |
| Mental Health Helpline 1-866-531-2600 | PFLAG 519-978-2777 |
| Alcohol and Drug Addiction | Pregnancy Help Services |
| Windsor-Essex Community Health Centre 519-253-8481 | Healthy Families Program (Windsor-Essex County Health Unit) 519-258-2146 |
| Needle Exchange-AIDS Committee of Windsor 519-973-0222 | Building Blocks for Better Babies (BBBB) (Prenatal Nutrition) 519-977-6862 |
| Centre for Addiction and Mental Health (camh.net) 1-800-463-6273 | Windsor-Essex Community Health Centre Teen Health 519-253-8481 |
| Brentwood Recovery Home 519-253-2441 | Oral Health |
| John Howard Society 519-252-3461 | Windsor-Essex County Health Unit 529-258-2146 |
| House of Sophrosyne (Women 16+) 519-258-2557 | Eating Disorders |
| Hotel-Dieu Grace Healthcare Tayfour Campus Withdrawal Management and Assessment 519-257-5220 | Bulimia Anorexia Nervosa Association (BANA) and Windsor-Essex Community Health Centre (Intake Line) 1-855-969-5530 |
| Domestic Violence | Mental Health Services and Counselling |
| Sexual Assault treatment Centre & Domestic Violence Program (24 hr Windsor Regional Hospital ER Metropolitan Campus) 519-255-2234 | Hotel-Dieu Grace Healthcare Regional Childrens' Centre Walk-in Clinic (Mon., Tues., & Thurs. 12 noon to 6 pm) and Crisis Line (Age 6-17) 519-257-5215 |
| Hiatus House 519-252-1143 | Canadian Mental Health Association 519-255-7440 |
| Sexual Health | Family Service Windsor-Essex 519-966-5010 |
| Sexual Assault Treatment Centre & Domestic Violence Program (24 hr) 519-255-2234 | Erie-St.Clair CCAC Mental Health and Addictions Nurses 1-888-447-4468 |
| Sexual Assault Crisis Centre (24 hrs) 519-253-9667 | Windsor-Essex Community Health Centre Leamington Site 519-997-2828 |
| Windsor-Essex County Health Unit 519-258-2146 | Leamington District Hospital Mental Health & Addiction Department 519-326-2373 ext. 4522 |
| Windsor-Essex Community Health Centre Teen Health 519-253-8481 | Leamington District Hospital Walk-in Counselling - Adult (Mondays 10 am to 4 pm; No Wait List) 1-888-933-1831 |
| | OPP Mental Health Response Unit (Mon.-Thurs., 8 am-6 pm) 519-324-0123 or 519-723-4600 |

P.A.S.S. School Sites and Programs

P.A.S.S. Amherstburg
130 Sandwich St.
Amherstburg, ON N9V 1Z8
Tel.: (519) 255-3200 ext. 30438
Fax: (519) 730-0039

S.W.A.C. Program
(School Within A College)
2000 Talbot St. W.
Windsor, ON N9A 6S4
(519) 966-1656

P.A.S.S. Leamington
215 Talbot St. E.
Leamington, ON N8H 3X5
Tel: (519) 326-0513
Fax: (519) 326-9657

O.P.S. Program
(Ontario Public Service)
284 Cameron Ave.
Windsor, ON N9B 1Y6
(519) 253-5006

P.A.S.S. Windsor
284 Cameron Ave.
Windsor, ON N9B 1Y6
Tel: (519) 253-5006 ext. 11012
Fax: (519) 945-7076

Community Kitchen
6955 Cantelon Dr.
Windsor, ON N8T 3J9
(519) 944-4900

SCHOOL SCHEDULE

Windsor & Leamington

| | |
|-----------------|---------------|
| Period 1 | 9:00 – 10:15 |
| Break | 10:15 – 10:25 |
| Period 2 | 10:25 – 11:40 |
| Break | 11:40 – 11:50 |
| Period 3 | 11:50 – 1:05 |

Amherstburg

| | |
|----------------------------------|---------------|
| Period 1 and Period 2 | 9:15 – 11:45 |
| Break | 11:45 – 12:25 |
| Period 3 | 12:25 – 1:40 |

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P.A.S.S. STAFF

Mr. J. Procter
Mr. C. Szpak

Principal
Vice-Principal

DEPARTMENT HEADS

Ms. B. Milne P.A.S.S. Windsor
Ms. D. Slezziak.....P.A.S.S. Amherstburg
Ms. C. Durocher.....P.A.S.S. Leamington

TEACHING AND SUPPORT STAFF

Mr. J. Teeuwen.....P.A.S.S. Amherstburg/Leamington
Ms. L. Caron P.A.S.S. Windsor
Mrs. P. Chittim.....P.A.S.S. Windsor
Mrs. S. Johns P.A.S.S. Windsor
Mr. S. McGuffin P.A.S.S. Windsor
Mrs. D. O'Neil P.A.S.S. Windsor
Ms. B. WoodP.A.S.S. Windsor
Mr. J. Dragich Cooperative Education
Mr. B. McIntosh.....Cooperative Education
Ms. N. Gagnon..... Guidance/Student Success
Ms. R. Stuebing Community Kitchen
Ms. A. Greco.....S.W.A.C. Program – St. Clair College
Ms. A. Baxter.....O.P.S. Program Windsor

Mr. M. Mitrovic..... Evening Custodian – Windsor
Ms. P. DawsonDay Custodian – Windsor

SECRETARIES

Ms. C. MacDonell.....P.A.S.S. Windsor
Ms. M. Chobrdá...AACE & P.A.S.S. Programs Leamington

IMPORTANT DATES FOR 2017-2018

| | |
|-----------|--|
| September | 4..... Labour Day |
| | 5.....First Day of Classes |
| | 22..... P.A. Day – NO CLASSES |
| October | 5.....Principal’s Luncheon |
| | 9.....Thanksgiving – NO CLASSES |
| November | 8.....Parent-Teacher Interviews |
| | 17.....P.A. Day – NO CLASSES |
| December | 25 - Jan. 5 thChristmas Break |
| January | 8.....Classes Resume |
| February | 1.....P.A. Day – NO CLASSES |
| | 16.....P.A. Day – NO CLASSES |
| | 19.....Family Day – NO CLASSES |
| March | 12 - 16..... March Break |
| | 23.....P.A. Day – NO CLASSES |
| | 30..... Good Friday – NO CLASSES |
| April | 2.....Easter Monday – NO CLASSES |
| | 10O.S.S.L.T. (Gr. 10 Literacy Test) |
| | 18.....Parent-Teacher Interviews |
| | 27.....P.A. Day – NO CLASSES |
| May | 21..... Victoria Day – NO CLASSES |
| June | 20.....P.A.S.S. Graduation (Windsor) |
| | 21.....P.A.S.S. Graduation (Amherstburg) |
| | 22.....P.A.S.S. Graduation (Leamington) |
| | 29.....P.A. Day – NO CLASSES |

SCHOOL GOALS AND PHILOSOPHY

P.A.S.S. has been designed by the Greater Essex County District School Board (GECDSB) for students 17 – 21 years of age, (at the end of the semester in which they turn 21) typically in their 3rd year of high school or higher. P.A.S.S. offers a blend of independent learning and teacher-led instruction while encouraging a constructive interaction between staff and students. We strive to develop in students a sense of trust, positive attitudes, responsibility, mature behaviour and increased self-esteem. Since enrollment is limited and programs are usually at capacity, students are often initially placed on a waiting list and will be called when a space becomes available. Students demonstrate that they want to be P.A.S.S. students by exhibiting positive behaviours, regular attendance and punctuality, and honest effort. By doing these things, students will be successful and earn credits toward their high school diploma. Students may either stay and graduate from P.A.S.S or return to a regular high school setting.

SCHOOL PROGRAM

Each student is enrolled in up to 3 courses. Students requiring extra help with school work should make arrangements to see the teacher before or after the start of classes. Curriculum delivery may include teacher-led lessons or independent-learning modules which have been adapted according to Ontario Ministry of Education guidelines for P.A.S.S. students. Students are expected to complete course work to the standard set out by the teacher. Failure to work in class and failure to complete lessons could either result in a student work contract, suspension, or possibly being withdrawn from P.A.S.S. Each student in the classroom may be working on a different lesson and/or course and deserves a quiet setting in which to concentrate and complete school work. A new course begins immediately upon the successful completion of the previous course.

CODE OF CONDUCT FOR PUBLIC ALTERNATIVE SECONDARY SCHOOL

P.A.S.S. adopts as its Code of Conduct, the Code of Conduct for the Greater Essex County District School Board. All participants involved in the Greater Essex County District School Board – students, parents or guardians, volunteers, visitors, teachers and other staff members – are included in this Code of Conduct whether they are on school property, on school buses, at the bus transfer points, at school-authorized events or activities, or in other circumstances where engaging in the activity will have an impact on school climate. All persons are responsible to the school principal or his/her designate, with regard to conduct, on or off school property, which has a harmful effect on the school, its participants or on the school climate.

The staff, students and community of P.A.S.S. believe that schools and school board organizations should promote responsibility, respect, civility and academic excellence in a safe learning and teaching environment. A positive school climate exists when all members of the school community feel safe, comfortable, and accepted.

The staff, students and community of P.A.S.S. also adopt the Provincial Code of Conduct. The following guiding principles of the Code as described in Section 301 (2) of the Education Amendment Act (Progressive Discipline and School Safety), 2007 are:

1. To ensure that all members of the school community, especially people in positions of authority, are treated with respect and dignity.
2. To promote responsible citizenship by encouraging appropriate participation in the civic life of the school community.
3. To maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility.
4. To encourage the use of non-violent means to resolve conflict.
5. To promote the safety of people in the schools.
6. To prohibit the use of alcohol, illegal drugs and restricted drugs.

CODE OF STUDENT BEHAVIOUR

This code of behaviour was developed to emphasize a feeling of self-worth and self-discipline in students. This code is used in conjunction with the Greater Essex County District School Board's Safe School Policy to clearly outline standards and consequences. Please refer to the G.E.C.D.S.B.'s website regarding the Policy and Regulations for Safe Schools at <http://www.gecdsb.on.ca/parents>. This code applies to all school-sponsored activities. These activities are an extension of the school and fall under this code. If you have any questions concerning these rules please see the Principal or Vice-Principal for further clarification.

Any physical, mental, sexual or racial abuse/harassment of any person will not be tolerated. The emphasis is on prevention. If you are having a problem with another student, speak to a teacher, or come see the Vice-Principal or Principal. Board policy will be applied in all cases.

- Smoking is prohibited on school property.
- Any student, who is under the influence or in possession of alcohol or drugs while on school property or while attending any school function, is automatically suspended and there may be Police involvement. Any reoccurrence will result in progressive discipline.
- Disrespect to people (language) or property (vandalism) will be dealt with by the Principal/Vice-Principal under Board policy and will result in suspension and/or restitution for damages.
- Please do not litter and remember to do your part to make our school a clean, pleasant place.
- Demonstrate respect, co-operation and courtesy for all members of the P.A.S.S. community – neighbours, custodians, teachers, substitute teachers, secretaries, support staff, bus drivers and cafeteria staff.
- **ELECTRONIC DEVICES** - Electronic devices such as MP3s, iPods, CD players, etc. MAY be brought to school, but it is the sole responsibility of the student to ensure the protection of his/her own device. The school is not responsible for any lost, stolen, or damaged devices. Electronic devices are not allowed in **hallways** at any time during the school day.

SEARCHES

Where there are reasonable grounds to believe that a student is in possession of stolen property, weapons, illegal drugs, or other materials that are deemed illegal or dangerous to the safety of others, administration may decide to search a student's personal property including jackets, backpacks, and lockers. If necessary, a student may be requested to empty and turn out pockets and/or remove outer clothing, shoes and socks. If it is deemed that a more intrusive search is necessary, outside authorities will be contacted and administration will notify the immediate supervisor and parent/guardian in a timely fashion.

HARASSMENT/BULLYING

As a Public Alternative Secondary School citizen, any form of abuse/violence is unacceptable. Harassment/bullying are part of the zero tolerance policy.

Definition: Bullying is typically a form of repeated, persistent and aggressive behaviour directed at an individual or individuals that is intended to cause (or should be known to cause) fear and distress and/or harm to another person's body, feelings, self esteem, or reputation. Bullying occurs where there is a real or perceived power imbalance.

Types of Harassment/Bullying

Sexual/Gender – Negative reference to gender-specific traits, unwanted comments, jokes and nicknames of a sexual nature.

Racial/Ethnic/Cultural/Religious – Negative reference with respect of any of these areas including derogatory comments, stereotyping and generalizations that promote negative characteristics.

Individual Differences – Negative reference to traits specific to the victim (i.e. height, clothes).

Forms of Harassment/Bullying

Physical – Intimidation and threat, property destruction, physical contact.

Verbal – Oral or written comments, rumors, graffiti, Internet

Non-verbal – Exclusion, intimidation, gestures, negative manipulation.

Consequences of Harassment/Bullying

Harassment is prohibited under the Ontario Human Rights Code. If bullying becomes assault, it is a chargeable offense. School consequences can include: suspension and/or expulsion, referral to the police for consideration of charges or removal of school privileges and other consequences.

Use of the Internet

Should a student harass or bully another individual via e-mail, or create a web site of a negative nature involving students or school staff, consequences may include; suspension and possibly expulsion from school, report to the police, other consequences as determined by administration.

NB: These behaviours do not have to be at school or on school time.

STUDENT RESPONSIBILITIES

Students who wish to remain as a student at P.A.S.S. must demonstrate a clear commitment to school through:

- punctuality
- daily attendance
- effective work habits
- positive behaviour and attitude
- regular work completion

Students must realize that the responsibility for their education is in their own hands.

ATTENDANCE

Regular attendance at school is critical for student learning and achievement of course expectations. Students who fail courses or who choose to withdraw from courses may jeopardize their attainment of an OSSD. Therefore, **attendance is mandatory**. For many P.A.S.S. students, poor attendance at former high schools has led to their withdrawal and lack of success to date. Co-operation, a positive work ethic, and participation are skills that assist students in achieving positive evaluations when they are present.

- **No student may leave school without signing out with the onsite Department Head or designate.**
- **Students under the age of 18 must have parental permission to leave school premises during school hours.**

Official documentation must be submitted for scheduled appointments with social service agencies, probation officers, medical doctors, dentists, opticians, etc. It is expected that appointments will be scheduled before or after scheduled school hours.

- **Students 18 years of age and older and parents of students under 18 years of age must phone the school to report absences.**

Lates are also recorded as part of the attendance record. ALL students are expected to be here in class at the start of the school day and remain at P.A.S.S. until the end of the school day. Students who are habitually absent or late could face student attendance contracts, detentions, suspensions, or possibly being withdrawn from P.A.S.S.

Teachers will expect students to complete and submit lessons whether or not the student has been absent. **Absence will not be accepted as a reason for a student not meeting expected lesson and course completion deadlines.**

ELECTRONIC COMMUNICATION DEVICES

The school policy for personal communication and computing devices was developed in conjunction with the policy developed by the G.E.C.D.S.B. which states “computing devices such as cellular phones, SmartPhones, laptops, Netbooks or other electronic communication and computing devices have value and can be used effectively to support learning. However, within the confines of the school environment, their use has the potential to be disruptive when it undermines the integrity of an individual’s right to privacy; adversely affects the quality of teaching or learning; and/or interferes with the safe and efficient operation of the school.” “Use of personal communication and/or computing devices is only permitted in school buildings or on school grounds during instructional time when permitted and supervised by a staff member for educational purposes.” “Inappropriate use of communication devices by students will be subject to school discipline, suspension, expulsion, and/or police involvement, as per the school and board policy relative to the Code of Conduct.”

- 1. Cell phones must not be used in the classrooms or hallways for non-educational purposes. Cell phone use in the classroom is allowed with permission from staff; the use of devices is intended to support student learning. Social use of cell phones must occur outside the building and outside class hours.***
- 2. If you have an emergency and you need to use a phone during class time please report to the office and advise the department head. The office phone is available for calling home regarding signing in and out and in case of emergencies.***

DRESS CODE

P.A.S.S. students are to follow the three basic guidelines: *common sense, common courtesy, and common decency.*

The dress code has been carefully developed and is reviewed and modified to meet changing social standards.

1. While the selection of clothing worn at school is the responsibility of parents and students, the school reserves the right of final decision concerning dress and appearance.
2. Torn or revealing clothing, sleeveless undershirts, pajama bottoms, muscle shirts, tube tops, halter tops, backless tops, spaghetti straps, swim attire, mesh or transparent clothing are not acceptable. All tops must reach pant or skirt line. No bare midriffs. Shorts and skirts should be between knee length and the tips of the fingers when arms are extended. Clothing with offensive, sexist, racist or violent messages will not be permitted. This includes “double message” T-shirts.
3. Clothing or accessories including jewellery, hats, backpacks, sports bags, and so forth which contain lettering or symbols which are obscene, sexually suggestive, or abusive towards racial, ethnic or religious groups are not permitted.
3. Hats are permitted, but non-religious head coverings, bandanas and other gang, drug or alcohol related symbols and paraphernalia are not acceptable and not allowed.
4. Any clothes that are cut or altered in such a manner as to distract from or impede the educational focus of the school are not acceptable.
5. In-line skates, roller skates and skate boards are not to be used in the school.
6. For Health and Safety reasons shoes must be worn at all times.

ACADEMIC DISHONESTY

Plagiarism is against the law! It is stealing or misrepresenting someone's words, images, graphics or other creative work.

You MUST:

- Hand in a paper or assignment that was specifically done for a class and not copied from someone else, recycled from another class, or downloaded from the internet;
- Give full and proper credit to the source, even if paraphrased (put in your own words);
- Learn to cite sources properly using MLA or APA format;
- Not bring electronic devices into a test or exam (other than approved calculator);
- Not cheat or assist another student to cheat on an assessment (quiz, test, and exam).
A mark of zero and disciplinary action will occur;
- Not copy another student's homework.

GENERAL INFORMATION

Accidents:

Any student who is involved in an accident of any kind while at school must report it to the nearest staff member in charge.

Change of Personal Information:

Students are required to report changes of address or phone number to the secretary or department head as soon as they are known. This is necessary to update school, Board, and Ministry records.

Student Athletes:

Student athletes are eligible to play sports for the last school they attended if they meet school regulations and if that school will allow them to join the school's team(s).

Student Fees:

There is a \$30.00 student fee payable the first day of school. Students who leave the P.A.S.S. program must notify the school and promptly return all textbooks and other school materials. Failure to notify the school of withdrawal and failure to return all school materials will slow the process of the school issuing report cards, transcripts, and/or diplomas.

Inclement Weather:

On occasion, severe weather (e.g. snow storms) may force a school closing. Any decision made that would cancel the operation of a school is not made at the school level. Therefore, students are asked not to call the school for school closing information. Radio stations and the GECD SB website are the best sources of information in poor weather.

Visitors:

It is not appropriate for friends of current students to make visits to P.A.S.S. They are not to be in the classrooms, the hallways or outside the buildings on school property. Students may only meet their friends off school property outside of the prescribed school day.

Requirements for the OSS Diploma

In order to earn an OSSD, a student must:

- earn 30 credits (18 compulsory and 12 optional credits†)
- complete 40 hours of community involvement activities
- successfully complete the provincial Secondary School Literacy Test

Compulsory Credits:

Students must earn the following 18 compulsory credits in order to obtain the Ontario Secondary School Diploma.

- 4 credits in English (1 credit per grade)**
- 1 credit in French as a second language
- 3 credits in mathematics (at least 1 credit in grade 11 or 12)
- 2 credits in Science
- 1 credit in Canadian History
- 1 credit in Canadian Geography
- 1 credit in the Arts
- 1 credit in Health and Physical Education
- .5 credits in Civics
- .5 credits in Career Studies

Plus **ONE credit** from **EACH** of the following groups:

- 1 additional credit in English, or French as a second language*, or a Native language, or a classical or an international language, or social sciences and the humanities or Canadian and world studies or guidance and career education, or cooperative education**
- 1 additional credit in Health and Physical Education, or the Arts, or Business Studies, or cooperative education**
- 1 additional credit in Science (grade 11 or 12) or technological education (grades 9 to 12), or cooperative education**

Optional Credits:

In addition to the 18 compulsory credits, students must earn 12 optional credits selected from the courses listed as available in the school course calendar.

* In groups 1, 2, and 3, a maximum of 2 credits in French as a second language can count as compulsory credits, one from group 1 and one from either group 2 or group 3.

**A maximum of 2 credits in cooperative education can count as compulsory credits.

***A maximum of 3 credits in English as a second language (ESL) or English literacy development (ELD) may be counted towards the 4 compulsory credits in English, but the fourth must be a credit earned for a Grade 12 compulsory English course.

†The 12 optional credits may include up to 4 credits earned through approved dual credit courses.

Student Success Credit Tracker

| WHAT I NEED TO GRADUATE | | YEAR 1 | YEAR 2 | YEAR 3 | YEAR 4 | COMPLETED | |
|---|---|--|--------|--------|--------|---|---|
| CREDITS | SUBJECT | (FILL IN THE NAME OR COURSE CODE FOR COURSES YOU HAVE COMPLETED) | | | | (CHECK AS COMPLETED) | |
| COMPULSORY CREDITS | 4 | English (1 credit per grade) | | | | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| | 3 | math (1 at the senior level) | | | | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| | 2 | science | | | | | <input type="checkbox"/> <input type="checkbox"/> |
| | 1 | Canadian history | | | | | <input type="checkbox"/> |
| | 1 | Canadian geography | | | | | <input type="checkbox"/> |
| | 1 | the arts | | | | | <input type="checkbox"/> |
| | 1 | health and physical education | | | | | <input type="checkbox"/> |
| | 1 | French as a second language | | | | | <input type="checkbox"/> |
| | 0.5 | career studies | | | | | <input type="checkbox"/> |
| | 0.5 | civics | | | | | <input type="checkbox"/> |
| Plus one additional credit from each of the following groups: | | | | | | | |
| 1 | <i>Group 1: English, or a third language, or social sciences and the humanities, or Canadian and world studies, or guidance and career education, or cooperative education*</i> | | | | | <input type="checkbox"/> | |
| 1 | <i>Group 2: health and physical education, or the arts, or business studies, or cooperative education*</i> | | | | | <input type="checkbox"/> | |
| 1 | <i>Group 3: science (Grade 11 or 12), or technological education (Grades 9-12), or cooperative education*</i> | | | | | <input type="checkbox"/> | |
| 12 | OPTIONAL CREDITS** | | | | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |
| | | | | | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |
| | | | | | | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | |
| | 40 hours of community involvement activities ⁺ | Hours completed per year | | | | <input type="checkbox"/> (CHECK WHEN 40 HOURS ARE COMPLETED) | |
| | the provincial literacy requirement | | | | | <input type="checkbox"/> | |

* A maximum of 2 credits in cooperative education can be counted as compulsory credits. **May include some Ministry approved credits for equivalent learning. ⁺Fill in the number of hours completed each year.

Course Progression

Class # 1: _____ **Teacher:** _____ **Start Date:** _____
Assignment Marks **Projected Completion Date:** _____

| | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | |
|-------------------------------------|--|--|--|--|--|--|--|--|--|--|--|------------------------|--|--|--|--|--|
| Quizzes/Tests/Tasks/Projects | | | | | | | | | | | | Final Summative | | | | | |
| Mark | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | |

Class # 2: _____ **Teacher:** _____ **Start Date:** _____
Assignment Marks **Projected Completion Date:** _____

| | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | |
|-------------------------------------|--|--|--|--|--|--|--|--|--|--|--|------------------------|--|--|--|--|--|
| Quizzes/Tests/Tasks/Projects | | | | | | | | | | | | Final Summative | | | | | |
| Mark | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | |

Class # 3: _____ **Teacher:** _____ **Start Date:** _____
Assignment Marks **Projected Completion Date:** _____

| | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | |
|-------------------------------------|--|--|--|--|--|--|--|--|--|--|--|------------------------|--|--|--|--|--|
| Quizzes/Tests/Tasks/Projects | | | | | | | | | | | | Final Summative | | | | | |
| Mark | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | |

Class # 4: _____

Teacher: _____

Start Date: _____

Assignment Marks

Projected Completion Date: _____

| | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | | | |

Quizzes/Tests/Tasks/Projects

Final Summative

| | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

Class # 5: _____

Teacher: _____

Start Date: _____

Assignment Marks

Projected Completion Date: _____

| | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | | | |

Quizzes/Tests/Tasks/Projects

Final Summative

| | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

Class # 6: _____

Teacher: _____

Start Date: _____

Assignment Marks

Projected Completion Date: _____

| | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | | | |

Quizzes/Tests/Tasks/Projects

Final Summative

| | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

Class # 7: _____

Teacher: _____

Start Date: _____

Assignment Marks

Projected Completion Date: _____

| | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | | | |

Quizzes/Tests/Tasks/Projects

Final Summative

| | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | |

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
| | | | | | | | |

Class # 8: _____

Teacher: _____

Start Date: _____

Assignment Marks

Projected Completion Date: _____

| | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | | | |

Quizzes/Tests/Tasks/Projects

Final Summative

| | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | |

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
| | | | | | | | |

Class # 9: _____

Teacher: _____

Start Date: _____

Assignment Marks

Projected Completion Date: _____

| | | | | | | | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | | | | | | | |

Quizzes/Tests/Tasks/Projects

Final Summative

| | | | | | | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Mark | | | | | | | | | | | | | |
| Date Completed | | | | | | | | | | | | | |

| | | | | | | | |
|--|--|--|--|--|--|--|--|
| | | | | | | | |
| | | | | | | | |

SEPTEMBER

| <i>Period</i> | MONDAY | TUESDAY | WEDNESDAY |
|---------------|----------------------------|-------------------------------------|-----------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 1 | <i>Labour Day</i> 4 | <i>First Day of School</i> 5 | 6 |
| 2 | | | |
| 3 | | | |
| 1 | 11 | 12 | 13 |
| 2 | | | |
| 3 | | | |
| 1 | 18 | 19 | 20 |
| 2 | | | |
| 3 | | | |
| 1 | 25 | 26 | 27 |
| 2 | | | |
| 3 | | | |

2017

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|--|--|-----------------|
| 1 | | 1 | 2 |
| 2 | | | 3 |
| 3 | | | |
| 1 | 7 | O.P.S. Class Starts 8 | 9 |
| 2 | | | 10 |
| 3 | | | |
| 1 | 14 | Final Dual Credit Application Deadline 15 | 16 |
| 2 | | | 17 |
| 3 | | | |
| 1 | 21 | P.A. DAY (No Classes) 22 | 23 |
| 2 | | | 24 |
| 3 | | | |
| 1 | Dual Credit Orientation & 1st Day of Classes 28 | 29 | 30 |
| 2 | | | |
| 3 | | | |

OCTOBER

| <i>Period</i> | MONDAY | TUESDAY | WEDNESDAY |
|---------------|---------------------------------------|----------------------------------|-----------|
| 1 | 2 | PRINCIPAL'S LUNCHEON 3 | 4 |
| 2 | | | |
| 3 | | | |
| 1 | THANKSGIVING (No Classes) 9 | 10 | 11 |
| 2 | | | |
| 3 | | | |
| 1 | 16 | 17 | 18 |
| 2 | | | |
| 3 | | | |
| 1 | 23 | 24 | 25 |
| 2 | | | |
| 3 | | | |
| 1 | 30 | Halloween 31 | |
| 2 | | | |
| 3 | | | |

2017

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|----------|--------|-----------------|
| 1 | 5 | 6 | 1/7 |
| 2 | | | 8 |
| 3 | | | |
| 1 | 12 | 13 | 14 |
| 2 | | | 15 |
| 3 | | | |
| 1 | 19 | 20 | 21 |
| 2 | | | 22 |
| 3 | | | |
| 1 | 26 | 27 | 28 |
| 2 | | | 29 |
| 3 | | | |
| 1 | | | |
| 2 | | | |
| 3 | | | |

NOVEMBER

| <i>Period</i> | MONDAY | TUESDAY | WEDNESDAY |
|---------------|--------------------------------------|-----------|------------------------------------|
| 1 | | | 1 |
| 2 | | | |
| 3 | | | |
| 1 | 6 | 7 | Parent-Teacher Interviews 8 |
| 2 | | | |
| 3 | | | |
| 1 | REMEMBRANCE DAY (Observed) 13 | 14 | 15 |
| 2 | | | |
| 3 | | | |
| 1 | 20 | 21 | 22 |
| 2 | | | |
| 3 | | | |
| 1 | 27 | 28 | 29 |
| 2 | | | |
| 3 | | | |

2017

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|----------|--------------------------|--------------------|
| 1 | 2 | 3 | 4 |
| 2 | | | 5 |
| 3 | | | |
| 1 | 9 | 10 | REMEMBRANCE DAY 11 |
| 2 | | | 12 |
| 3 | | | |
| 1 | 16 | P.A. DAY (No Classes) 17 | 18 |
| 2 | | | 19 |
| 3 | | | |
| 1 | 23 | 24 | 25 |
| 2 | | | 26 |
| 3 | | | |
| 1 | 30 | | |
| 2 | | | |
| 3 | | | |

DECEMBER

| <i>Period</i> | MONDAY | TUESDAY | WEDNESDAY |
|---------------|---|--|----------------------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 1 | 4 | 5 | 6 |
| 2 | | | |
| 3 | | | |
| 1 | 11 | 12 | 13 |
| 2 | | | |
| 3 | | | |
| 1 | 18 | 19 | 20 |
| 2 | | | |
| 3 | | | |
| 1 | CHRISTMAS 25 <i>Christmas Break</i> | BOXING DAY 26 <i>Christmas Break</i> | <i>Christmas Break</i> 27 |
| 2 | | | |
| 3 | | | |

2017

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|----------------------------------|---|-----------------|
| 1 | | 1 | 2 |
| 2 | | | 3 |
| 3 | | | |
| 1 | 7 | 8 | 9 |
| 2 | | | 10 |
| 3 | | | |
| 1 | 14 | 15 | 16 |
| 2 | | | 17 |
| 3 | | | |
| 1 | 21 | <i>Last Day of Classes Before Break</i> 22 | 23 |
| 2 | | | 24 |
| 3 | | | |
| 1 | <i>Christmas Break</i> 28 | <i>Christmas Break</i> 29 | 30 |
| 2 | | | 31 |
| 3 | | | |

JANUARY

| <i>Period</i> | MONDAY | TUESDAY | WEDNESDAY |
|---------------|--|---------------------------------|---------------------------------|
| 1 | <i>Happy New Year !!!</i> 1 | <i>Christmas Break</i> 2 | <i>Christmas Break</i> 3 |
| 2 | | | |
| 3 | | | |
| 1 | <i>First Day of Classes after Break</i> 8 | 9 | 10 |
| 2 | | | |
| 3 | | | |
| 1 | 15 | 16 | 17 |
| 2 | | | |
| 3 | | | |
| 1 | 22 | 23 | 24 |
| 2 | | | |
| 3 | | | |
| 1 | <i>Final Exams</i> 29 | <i>Final Exams</i> 30 | <i>Final Exams</i> 31 |
| 2 | | | |
| 3 | | | |

2018

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|---------------------------------|--|-----------------|
| 1 | <i>Christmas Break</i> 4 | <i>Christmas Break</i> 5 | 6 |
| 2 | | | 7 |
| 3 | | | |
| 1 | 11 | 12 | 13 |
| 2 | | | 14 |
| 3 | | | |
| 1 | 18 | 19 Final Dual Credit Application Deadline | 20 |
| 2 | | | 21 |
| 3 | | | |
| 1 | Final Exams 25 | Final Exams 26 | 27 |
| 2 | | | 28 |
| 3 | | | |
| 1 | | | |
| 2 | | | |
| 3 | | | |

FEBRUARY

| <i>Period</i> | MONDAY | TUESDAY | WEDNESDAY |
|---------------|-----------------------------------|-----------|----------------------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 1 | O.P.S. Class Starts 5 | 6 | 7 |
| 2 | | | |
| 3 | | | |
| 1 | 12 | 13 | <i>Valentine's Day</i> 14 |
| 2 | | | |
| 3 | | | |
| 1 | Family Day (No Classes) 19 | 20 | 21 |
| 2 | | | |
| 3 | | | |
| 1 | 26 | 27 | 28 |
| 2 | | | |
| 3 | | | |

2018

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|---|---|------------------------|
| 1 | P.A. DAY (No Classes) 1 Start of 2 nd Semester | Start of 2 nd Semester 2 Classes | 3 |
| 2 | | | 4 |
| 3 | | | |
| 1 | 8 | 9 | 10 |
| 2 | | | 11 |
| 3 | | | |
| 1 | Dual Credit Orientation 15 & 1 st Day of Classes | P.A. DAY (No Classes) 16 | 17 |
| 2 | | | 18 |
| 3 | | | |
| 1 | 22 | 23 | 24 |
| 2 | | | 25 |
| 3 | | | |
| 1 | | | |
| 2 | | | |
| 3 | | | |

MARCH

| <i>Period</i> | MONDAY | TUESDAY | WEDNESDAY |
|---------------|------------------------------|------------------------------|------------------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 1 | 5 | 6 | 7 |
| 2 | | | |
| 3 | | | |
| 1 | <i>March Break</i> 12 | <i>March Break</i> 13 | <i>March Break</i> 14 |
| 2 | | | |
| 3 | | | |
| 1 | 19 | 20 | 21 |
| 2 | | | |
| 3 | | | |
| 1 | 26 | 27 | 28 |
| 2 | | | |
| 3 | | | |

2018

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|------------------------------|---------------------------------------|-----------------|
| 1 | 1 | 2 | 3 |
| 2 | | | 4 |
| 3 | | | |
| 1 | 8 | 9 | 10 |
| 2 | | | 11 |
| 3 | | | |
| 1 | <i>March Break</i> 15 | <i>March Break</i> 16 | 17 |
| 2 | | | 18 |
| 3 | | | |
| 1 | 22 | P.A. DAY (No Classes) 23 | 24 |
| 2 | | | 25 |
| 3 | | | |
| 1 | 29 | Good Friday (No Classes) 30 | 31 |
| 2 | | | |
| 3 | | | |

APRIL

| <i>Period</i> | MONDAY | TUESDAY | WEDNESDAY |
|---------------|--|-----------------------------|--|
| 1 | Easter Monday (No Classes) 2 | 3 | 4 |
| 2 | | | |
| 3 | | | |
| 1 | 9 | <i>O.S.S.L.T.</i> 10 | 11 |
| 2 | | | |
| 3 | | | |
| 1 | 16 | 17 | Parent-Teacher Interviews 18 |
| 2 | | | |
| 3 | | | |
| 1 | 1 st Day of Spring Apprenticeships (Dual Credit) 23 | 24 | 25 |
| 2 | | | |
| 3 | | | |
| 1 | 30 | | |
| 2 | | | |
| 3 | | | |

2018

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|--|---------------------------------|-----------------|
| 1 | Apprenticeship Orientation Night (Dual Credit) 5 | 6 | 1/7 |
| 2 | | | 8 |
| 3 | | | |
| 1 | 12 | 13 | 14 |
| 2 | | | 15 |
| 3 | | | |
| 1 | 19 | 20 | 21 |
| 2 | | | 22 |
| 3 | | | |
| 1 | 26 | P.A. DAY (No Classes) 27 | 28 |
| 2 | | | 29 |
| 3 | | | |
| 1 | | | |
| 2 | | | |
| 3 | | | |

MAY

| <i>Period</i> | MONDAY | TUESDAY | WEDNESDAY |
|---------------|---------------------------------|---------|-----------------------------|
| 1 | | 1 | 2 |
| 2 | | | |
| 3 | | | |
| 1 | 7 | 8 | 9 |
| 2 | | | |
| 3 | | | |
| 1 | 14 | 15 | 16 |
| 2 | | | |
| 3 | | | |
| 1 | Victoria Day (No Classes) 21 | 22 | Smart Serve (Windsor) 23 |
| 2 | | | |
| 3 | | | |
| 1 | 28 | 29 | 30 |
| 2 | | | |
| 3 | | | |

2018

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|---------------------------------|--------|-----------------|
| 1 | 3 | 4 | 5 |
| 2 | | | 6 |
| 3 | | | |
| 1 | 10 | 11 | 12 |
| 2 | | | 13 |
| 3 | | | |
| 1 | 17 | 18 | 19 |
| 2 | | | 20 |
| 3 | | | |
| 1 | Smart Serve (Amherstburg) 24 | 25 | 26 |
| 2 | | | 27 |
| 3 | | | |
| 1 | Smart Serve (Leamington) 31 | | |
| 2 | | | |
| 3 | | | |

JUNE

| Period | MONDAY | TUESDAY | WEDNESDAY |
|--------|--|--|--|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 1 | 4 | 5 | 6 |
| 2 | | | |
| 3 | Dress For Success | Dress For Success | Dress For Success |
| 1 | 11 | 12 | 13 |
| 2 | | | |
| 3 | Dress For Success | Dress For Success | Dress For Success |
| 1 | 18 | 19 | 20 P.A.S.S. Graduation (Windsor) |
| 2 | | | |
| 3 | | | |
| 1 | Final Exams 25 | Final Exams 26 | Final Exams 27 |
| 2 | | | |
| 3 | | | |

Commented [CS1]:

2018

| <i>Period</i> | THURSDAY | FRIDAY | SATURDAY/SUNDAY |
|---------------|--------------------------------------|-------------------------------------|-----------------|
| 1 | | 1 | 2 |
| 2 | | | 3 |
| 3 | | | |
| 1 | 7 | 8 | 9 |
| 2 | | | 10 |
| 3 | Dress For Success | Dress For Success | |
| 1 | 14 | 15 | 16 |
| 2 | | | 17 |
| 3 | Dress For Success | Dress For Success | |
| 1 | P.A.S.S. Graduation (Amherstburg) 21 | P.A.S.S. Graduation (Leamington) 22 | 23 |
| 2 | | Final Exams | 24 |
| 3 | | | |
| 1 | Final Exams 28 | P.A. DAY (No Classes) 29 | 30 |
| 2 | | | |
| 3 | | | |

