

SYDNEY ACADEMY - JOHN FRASER

Co-op 11

*SA02*

*Class of 2023*

49 Terrace Street

Sydney, Nova Scotia B1P 2L4

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Co-operative Education is a mandatory full credit course for students in the Options and Opportunities Program. The main idea is that students attend classes to prepare for their community placement section of the course. Upon successful completion of both the 25-hour school-based component and the 80-hour minimum out-of-school component of the program students are awarded one full high school credit.

### Co-operative Education Requirements

- Students must be 16 years of age before completing any placement hours
- First Aid
- C.P.R. Training
- WHMIS Training
- Safety Training

### Assessment and Evaluation

Co-operative Education is designed to give students an environment to interact with others in preparing for a journey of reflection, personal development and career exploration.

Classroom Activities	40%
Workplace Related Activities	60%

These percentages can be adjusted due to unforeseen circumstances (A return to at home learning, etc.) and is at the discretion of the teacher.

### Expectations

- Respect for yourself and others always
- Engage in learning (no disruptions)
- Attend class regularly and arrive on time

- Come to class prepared with proper materials and participate in discussions as much as possible
- No food in class please! Water, however, is acceptable.
- Understand what plagiarism is and the consequences as explained in class.

\*Missed course work for an absence that is excused is to be made up by a date agreed upon by the student and teacher or the value of the work will be forfeited. It is the student's responsibility to approach the teacher for missed work.

### Appropriate Language & Appropriate Behaviour

- Appropriate language is courteous, non-intimidating, and excludes swearing or cursing. Inappropriate language cannot be tolerated as it has a negative effect on the learning environment.
- Appropriate behaviour is following instructions, listening to the teacher's instruction/comments, actively participating classroom activities, being respectful to your fellow classmates, and most importantly not impeding your fellow classmates learning. If student behaviour is affecting the performance/opportunity of other students, drastic actions may have to be taken. (For example, the student's removal from the O2 Program).

### Communication Tools

- Assignments and other important information pertaining to the course will also be mentioned in class and placed on our website ([www.johnmfraser.com](http://www.johnmfraser.com)).
- If out sick, you may e-mail homework/assignments to me.
- You and your parents, are encouraged to contact me at: [johnfraser@gnspe.ca](mailto:johnfraser@gnspe.ca)

- You are encouraged not to print assignments from a computer. The expectation is that the assignment will be e-mailed to me (see address above) with a hard copy provided as soon as possible. There are link on every subjects page where you email and or send assignments to me.
- You have an excellent opportunity to be successful if you attend class regularly, participate in all class-based activities, and complete assigned tasks. I will do my best to help you be as successful as possible and look forward to working with you.

**Attendance & Timelines**

As required by school policy, attendance is necessary for success. Absenteeism and habitual lateness will be reflected in your marks, as you will be missing valuable class time. In an effort to assist you in meeting deadlines for submission, a list of required assignments will be posted on my website ([www.johnmfraser.com](http://www.johnmfraser.com)) and in the classroom.

Cut along the line below and return to Mr. Fraser.

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**Co-operative Education Sydney Academy O2**

Co-operative Education 11-Sydney Academy September

I have read and understand the contents of the course outline for Co-operative Education 11.

Student name/signature: -----

Parent/Guardian Signature: -----

Date: -----