



## 2021 SUMMER SCHOOL COOPERATIVE EDUCATION

The Thomas Merton Summer School Cooperative Education Program provides an excellent opportunity to grade 11, 12 and adult students to earn a secondary school credit, while at the same time gaining valuable employment experience.

### IMPORTANT NOTICE

**The safety and well-being of our students and staff continue to remain a high priority for the Halton Catholic District School Board.**

As a result of the current COVID-19 pandemic, the 2021 HCDSB Summer School will continue to offer both 1 credit and 2 credit co-op programs in a modified format as follows:

- a) It will be the intention of the Halton Catholic District School Board, in consultation with Public Health, to have in-person placements available for all students.
- b) In the event that Public Health determines that in-person placements are not appropriate due to concerns over COVID-19, the Summer School 2 Credit Co-op Program will proceed in a modified format including in-class learning instruction, virtual placements, mentorship, and guest speakers.
- c) Students who are successful in securing access to a virtual placement may use this opportunity as a suitable substitute for the experience of a real placement. **Students are asked to discuss these options with their instructors at the earliest opportunity.**
- d) For students enrolled in either the OYAP or SHSM programs, **the lack of an on-site job placement will not affect a student's ability to successfully complete the expectations in each of these programs.**
- e) Co-op teachers will be in contact with their students with information regarding access to their respective on-line course.

## REGISTRATION

Registration for 2 credit co-op OPENS APRIL 8, 2021 for HCDSB students only. Registration for Non-HCDSB students will be available the week of April 19, 2021.

Registration for 1 credit co-op to be determined.

All HCDSB students can register on **MY BLUEPRINT**. NON-HCDSB students must complete the on-line application form found on the Thomas Merton website.

## BREAKDOWN FOR ONE CREDIT COOP – Registration Deadline is Thursday, June 24, 2021

### 110 HOURS = 1 CREDIT

88 hours in Virtual Setting	16 days @ 5.5 hours/day
15 hours @ Pre-employment	2 days @ 7.5 hours
Integration	2 days @ 3.5 hours

<b>July 5</b>	Pre-Employment
<b>July 6</b>	Pre-Employment
<b>July 7 – July 30</b>	Students in Virtual Setting
<b>July 22</b>	Integration
<b>July 29 – Integration</b>	9:00 am – 12:30 pm



## BREAKDOWN FOR TWO CREDIT COOP – Registration Deadline is Friday, May 21, 2021

### 220 HOURS = 2 CREDITS

189.75 in Virtual Setting 23 days @ 8.25 hours/day  
18 hours @ Pre-Employment 6 days @ 3 hours  
Integration 12.25 hours

**May 26, May 31, June 2, 7, 9, 14** 6:30 pm – 9:30 pm (Attendance is mandatory)  
**Pre-Employment**

**July 5 – August 6** Students at Physical/Virtual Placement Or Virtual  
Classroom Setting Contingent On Direction From  
Halton Public Health

## KEY LEARNING AREAS

- Job Readiness
- Health & Safety
- Rights & Responsibilities
- Reflective Learning
- Workplace Opportunities and Challenges

The Summer School Cooperative Education program is an excellent way for students to combine school-based classroom learning with the opportunity to experience the practical aspects of employment and the expectations of employers in a changing working world.

## KEY ASSESSMENT TASKS

### **Pre-Employment Classroom Component**

Prepare for employment, begin development of PPLP (learning plan for placement), Resume, Cover Letter, Application Form, Safety Quiz, Ethics, Self-Esteem, Workplace Issues, Safety Presentation, Employee Rights/Responsibilities Report, Project and Presentation.

### **Integration Component**

Log/Journal with evidence of Learning, Exit Resume, Cover Letter, Reflective Learning Assignments, Research Project – Trends and Opportunities

Skills such as work habits, teamwork, organization, initiative and working independently will contribute to the student's overall evaluation.