

Secondary School Apprenticeship 11/12 Course Preview

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Online Resources: Course Website available at online.sd43.bc.ca

Secondary School Apprenticeship (SSA) is a high school credit program that provides students 15 years of age and over with the opportunity to begin an apprenticeship while still in high school. Students must be employed (paid) in an apprenticeable trade. Please see www.itabc.ca for the list of trades that are recognized in B.C. This is a wonderful opportunity to get a head start on a trade while completing secondary school graduation. Most students' work does not interfere with their school day. SSA work can be completed on weekends, evenings, summer holidays, or on a special release from school if the timetable will permit. It's like having a part-time job outside of school. However, students can earn 16 credits towards graduation (4 courses worth 4 credits each) and get paid to complete them.

SSA/Student Process:

- 1) Student is working in a trade
- 2) Student makes contact with SSA coordinator or School Counselor
- 3) Student is registered as a youth apprentice with the Industry Training Authority (ITA)
- 4) Hours of paid work get recorded by the ITA
- 5) For every 120 hours of documented work, the evaluation process will be implemented up to a maximum of 480 hours or 16 school credits.

If you have not already completed the required 30 hour workplace training course as part of SSA or Work Experience (WEX), you will be required to visit <http://my43.sd43.bc.ca/schools/COL/Classes/SSA/default.aspx> and complete the workplace training course materials. Your assessment in this course will be based on your application of the skills and knowledge found in that material.

Course Content and Organization

Curricular areas covered in SSA include:

Workplace Health and Safety

It is expected that students will:

- apply sector-specific safety knowledge, including hazard recognition and injury prevention skills, in the workplace
- demonstrate knowledge of workplace health and safety rights and responsibilities, including basic workplace incident and accident response procedures and protocols

Secure and Maintain Work

It is expected that students will:

- apply job search skills, including résumé writing and a job interview, to gain SSA employment

Workplace Application

It is expected that students will:

- identify and describe the type of work done while participating in SSA
- use employability skills in the workplace
- demonstrate a positive work ethic and meet performance standards of the workplace
- use trade-specific skills while in the workplace
- identify how a workplace problem was analysed/solved
- identify the transferable skills acquired from in-school courses that were used during SSA employment (e.g., applied math, carpentry, mechanics, cooking, writing, computer skills, blueprint reading)

Education and Career Planning

It is expected that students will:

- analyse the impact of their SSA employment on their graduation transition plan
- identify a chosen Focus Area (e.g., Trades and Technology, Tourism, Hospitality) and describe how four in-school courses and their SSA employment support this Focus Area
- identify the technical training required to reach journeyperson status in their trade

See the Program Guide at <http://www.bced.gov.bc.ca/careers/ssappren.pdf> for more detail on course contents.

Evaluation and Assessment

The goal of SSA is to provide hands on, relevant training in a specific trade area. Course evaluation and assessment will focus on 3 main areas: **Employer's evaluation, Student-Coordinator Interview, and a Journal Reflection.** Students will be expected to meet with the Secondary School Apprenticeship coordinator to conduct interviews and journal reflections that discuss their skills and goals for the trade they are working in. Students are also expected to let the coordinator know if there are any issues with their employer and to ensure a safe working environment.

Course Assessment	
Workplace evaluation	60%
Student Interview	20%
Student Journal Reflection	20%

Required Course Supplies

- a three ring binder/folder for keeping track of important documents
- trade specific tools/equipment
- calendar for record keeping of working hours

Individualized Course Learning Plan

As part of any online course, it is important to set goals for yourself. Please complete the following information, which will serve as your plan for completing the Secondary School Apprenticeship program, as well as a reference for your teacher in supporting your learning goals.

Planned Course Start Date:	Planned Course Completion Date:	Your goal for a grade in this course:
Please list any areas where you feel you will need extra support from your teacher in this course:		
Student Signature:	Date:	