

## CHECKLIST<sup>1</sup>: THE SCHOOL COURSE CALENDAR IN 2018-2019

<b>Private School Name:</b>			
<b><i>School Policies, Practices and Procedures</i></b>			
<b><i>Components</i></b>		<b><i>Comments</i></b>	
<input type="checkbox"/>	The importance and value of completing a secondary education and the school's commitment to reach every student to help them achieve a successful outcome from the secondary school experience		
<input type="checkbox"/>	The requirement to remain in secondary school until the student has reached the age of eighteen or obtained an Ontario Secondary School Diploma (OSSD)		
<input type="checkbox"/>	The school's overall goals and philosophy		
<input type="checkbox"/>	School organization, including the school's terms, reporting periods, and timetable organization		
<input type="checkbox"/>	The school's expectations regarding students' responsibilities, achievement, and attendance		

<sup>1</sup> [Reference: Ontario Schools, Kindergarten to Grade 12: Policy and Program Requirements, 2016](#)

<b>Components</b>	<b>Comments</b>
<input type="checkbox"/> The school's code of conduct and safe school policy	
<b><i>Diploma and Certificates</i></b>	
<i>The requirements for the OSSD, including:</i>	
<input type="checkbox"/> compulsory credit requirements	
<input type="checkbox"/> optional credit requirements	
<input type="checkbox"/> <i>The provincial secondary school literacy requirement, including:</i> <ul style="list-style-type: none"> <li>• the Ontario Secondary School Literacy Test</li> <li>• the Ontario Secondary School Literacy Course</li> <li>• accommodations, special provisions, deferrals, and exemptions</li> </ul>	
<input type="checkbox"/> the community involvement requirements and procedures	
<input type="checkbox"/> substitution policy for compulsory credit requirements	

<b>Components</b>	<b>Comments</b>
<input type="checkbox"/> <i>The requirements for the Ontario Secondary School Certificate, including:</i> <ul style="list-style-type: none"> <li>• compulsory and optional credit requirements</li> <li>• substitution policy for the compulsory credit requirements</li> </ul>	
<input type="checkbox"/> The Certificate of Accomplishment	

<b>Curriculum</b>
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*All courses offered in the school and related information, including:*

<input type="checkbox"/> the definition of a credit	
<input type="checkbox"/> definitions of the types of courses available in the Ontario curriculum	
<input type="checkbox"/> an explanation of the course coding system	
<input type="checkbox"/> descriptions of all courses offered by the school, including courses that are not part of the Ontario curriculum, such as locally developed courses (compulsory and optional)	

<b><i>Components</i></b>	<b><i>Comments</i></b>
<input type="checkbox"/> how to gain access to Outlines of the Courses of Study	
<input type="checkbox"/> how to gain access to Ontario curriculum policy documents	
<input type="checkbox"/> descriptions of experiential learning programs such as cooperative education and job shadowing	
<input type="checkbox"/> policy regarding student withdrawal from courses in Grades 11 and 12	
<input type="checkbox"/> procedures related to changing course types	
<input type="checkbox"/> the Prior Learning Assessment and Recognition processes for equivalency and if applicable, challenge	

Components	Comments
<input type="checkbox"/> information about other ways of earning credits through learning opportunities such as e-learning, the Independent Learning Centre, and continuing education courses for credit	
<input type="checkbox"/> information on evaluation and examination policies	
<input type="checkbox"/> information on reporting procedures, including the school's report card and the Ontario Student Transcript	
<b>Supports and Resources</b>	
<i>The types of school supports and resources that are available, including:</i>	
<input type="checkbox"/> supports related to guidance and to education and career/life planning including the Individual Pathways Plan	
<input type="checkbox"/> strategies and resources for students and parents to support education planning and the course selection process	
<input type="checkbox"/> intervention strategies, supports, and programs for student success, including for students at risk of not graduating	

<b><i>Components</i></b>	<b><i>Comments</i></b>
<input type="checkbox"/> supports for English language learners	
<input type="checkbox"/> computer labs and resource centre/library	
<input type="checkbox"/> community resources	
<b><i>Special Education</i></b>	
<input type="checkbox"/> An explanation of accommodations provided	