

606.3 Outreach Programs

Policy

The Board recognizes the importance of Outreach Programs that provide an educational alternative for students who, due to individual circumstances, find that the traditional school setting does not meet their needs.

Regulations

1. To initiate a new Outreach Program, the school board must make a written request to Alberta Education Field Services office in the region. The request must contain a copy of the minutes of the board meeting approving the motion to proceed with a new Outreach Program and the proposed location of the program.
2. Outreach Programs must follow Alberta Education curricula and may include locally developed middle school or high school courses.
3. The program must provide students with enhanced educational services that are in addition to education courses and materials. Examples of such services are personal and career counselling, conflict resolution, emotional regulation and learning skills, and access to community and governmental resources.
4. The Outreach Program will have a written policy that addresses student eligibility, attendance requirements and performance expectations.
5. Outreach students must have access to a certificated teacher for the appropriate number of instructional hours, as required by Alberta Education.
6. The Outreach Program must be coded as a school and eligible students must be coded appropriately in the student information system.
7. The Outreach Program facility must meet Alberta building, health and safety standards for school buildings. The Board's liability insurance will extend to the outreach facility.
8. For students not eligible for Alberta Education funding, an additional fee per credit earned may be assessed.
9. Each student enrolled in an Outreach Program shall have a program plan.
10. High school students may enrol in a partial Outreach Program while maintaining other course enrolment at their neighbourhood school.
11. Attendance expectations at an Outreach Program vary with the needs and circumstances of each student; these expectations are set out in the student's program plan.
12. If a student is not experiencing success at an Outreach Program, their program will be reviewed and modified, or other program options will be explored.
13. Responsibility for administration of Outreach Programs shall be assigned to a principal within the Division.

14. The Division may, upon the recommendation of the Superintendent, authorize the addition or deletion of an Outreach Program. Such changes shall be by Board resolution.

The Board delegates to the Superintendent the authority to develop the procedures necessary to implement this policy.

References

Education Act:	18
Division Policies:	602.5 Knowledge and Employability Courses; 606.1 Alternative Programs; 606.4 Educational Programs in Institutions
Other:	Guide to Education, Alberta Education Outreach Programs Handbook, Funding Manual for School Authorities