

	Chinook's Edge School Division – Administrative Procedure	
	AP 2 – 05 Career High Schools	
Related Policies:		Initial Approval: 2008 October 28
Related Procedures:		Last Amended: 2023 January 24
Exhibits: AP 2 – 05.1 Student Educational Timeline (SET)		Last Reviewed: 2023 January 24

PURPOSE

To ensure that Career High school programs provided in a Career High school setting provides opportunities for the education of the minority of students for whom traditional school settings are unsuitable. The primary goal of a career high school program is for the student to achieve a high school diploma or equivalent in an alternate setting.

SCOPE

This procedure applies to all staff and students.

DEFINITIONS

None

PROCEDURES

1. Students are expected to complete the Program of Studies established for all Alberta high schools. High standards of achievement will be a primary goal.
2. Students are expected to attend school regularly.
3. Career High schools will provide the equivalent hours of access as traditional high schools, that is, 25 hours of access for each credit.
4. Career High schools will work closely with support agencies to help serve the needs of students.
5. Student registration is open to:
 - 5.1 High School students referred to the program by their school Principal
 - 5.2 Adult students 19 years of age or younger on September 1 of a school year seeking high school courses
 - 5.3 Junior High students who have exhausted all program options with regular school settings and are placed there by the Superintendent or designate.
6. The Principal of the Career High schools shall ensure:
 - 6.1 Division applicants to the Career High schools will not be admitted until consultation has taken place with the previous school administration and it is mutually agreed to be the appropriate placement.
 - 6.2 Consultation shall take place with the student and parents before a student is admitted to the Career High school.
 - 6.3 Student education timeline (SET) shall be established when the student is enrolled and will be reviewed annually. (see Exhibit 2-05.1)
 - 6.4 Current staff and student handbooks are available and distributed.

REFERENCE AND LINKS

Education Act

HISTORY

2013 Mar 28	Reviewed
2019 Nov 25	Reviewed
2023 Jan 24	Amended