

Administrative Procedure 240

CAREER DEVELOPMENT PROGRAM

Background

The Division directs that career and transition services be provided to students to enable them to plan, select and pursue studies for their educational, personal and vocational advancement.

Career Development components include;

- Career Curricula (241)
- PAA Curricula (242)
- Work Study/ Work Experience (243)
- Career Transitions (244)
- Youth Apprenticeship Program (245)
- HIGH School apprenticeship (246)
- Scholarships and Awards (247)
- Career Partnerships (248)
- Summer School (249)

Procedures

1. All schools divisions are required by the Ministry of Education to establish a Career Development Action Planning Team to guide the work of the division in career development.
2. All schools are required to adopt and implement a career education program that incorporates career education curricula including career education components in all required areas of study following provincial curriculum guidelines.
3. In kindergarten through grade eight career education life skills are to be integrated with the regular subjects of the curriculum as much as possible.
4. In the middle years career development includes programming in practical and applied arts, portfolio development and the foundations of academic guidance through classroom, small group and individual student conferences (Form 240-1).
5. Secondary schools are required to implement career transition services for students, providing them with specific information regarding academic guidance, summer school opportunities, career exploration, post-secondary options, apprenticeship, transition/exit planning (Form 240-2), scholarships, bursaries and awards.
5. Schools will provide career awareness opportunities and experiences such as career fairs, guest speakers, partnership projects, Skills Saskatchewan/Canada, Youth Apprenticeship, and career / life choices exploration opportunities outside of the school including tours of worksites and post-secondary institutions.

Reference: Sections 85, 87, 108, 109, 191 Education Act