


Administrative Procedure Alternative Education Programs	
	Department: Student Services
	Approved by: Leadership Council
	Date Approved: March 4, 2024
	Revision Date(s):
	Review Date:
	External References
	<ul style="list-style-type: none"> • <i>The Education Act, 1995</i> • <i>The Education Regulations, 2019</i> • Saskatchewan Ministry of Education’s Policy, Guidelines and Procedures for Alternative Education Programs: Alternative Grade 10, 11 and 12, 2022. • Saskatchewan Ministry of Education: The Adaptive Dimension for K-12 Students, 2017
Internal References	
<ul style="list-style-type: none"> • Form - Alternative Education Course Enrollment 	

Purpose

- This administrative procedure establishes the procedures and guidelines for implementing Alternative Education Programs within Saskatchewan Distance Learning Centre (Sask DLC).

Policy Statement

- Sask DLC is dedicated to offering inclusive and equitable education to all its students. In situations where teachers and administrators believe that a student is incapable of meeting the outcomes and indicators of regular or modified programs, Sask DLC provides alternative courses that cater to their specific academic needs.
- Only Alternative Education courses approved for Sask DLC by the Ministry of Education may be used at the secondary level.

Procedures

1. A change in programming may be recommended if a student is not successful within the Regular Education Program (Core or Modified) despite the implementation of *The Adaptive Dimension for K-12 Students, 2017*. This recommendation is discussed with the Student Support Teacher, the Campus Principal or designate, the student involved, their parents/guardians and other outside consultants/agencies as appropriate before placement in an Alternative Education course.
2. Involvement of Sask DLC Student Services is required as part of the multi-method assessment process that should include informal assessment procedures, norm-referenced measures, observations and interviews. Achievement and cognitive testing must be completed before deciding on final placement.

3. Based on the discussions, assessments, and evaluations the Campus Principal designate in consultation with Student Support teachers, classroom teachers and Student Services personnel, will recommend the program in which the student should be placed.
4. A student enrolled in an Alternative Education course(s) shall remain with the classroom teacher. Student Support Teachers and Educational Assistants may provide support, but the regular classroom teacher is responsible for program delivery.
5. The school staff will reach out to parents/guardians and the student to arrange a meeting to discuss any relevant matters. The following information is to be provided to parents/guardians and students:
 - a. program goals and content;
 - b. differences between regular, modified and Alternative Education courses;
 - c. career and post-secondary implications;
 - d. method of delivering the program; and,
 - e. rationale for recommending the program.
6. Parents or guardians will sign the Alternative Education Course Enrollment form to acknowledge that their child will be placed in an Alternative Education course(s). This form must be signed for each alternative class a student is enrolled in and must be kept up-to-date. The parents/guardians have the right to discuss their child's educational options with the Campus Principal or designate before making a final decision.
7. Parents always have the right to bring their concerns to the Sask DLC Chief Executive Officer or their designate as a final step in this process.
8. Below is a listing that will assist in determining the courses required. Questions can be forwarded to Tammy German, Assistant Superintendent of Student Services (tammy.german@saskdlc.ca)

Area of Study	Alternative Education Program (Various combinations of Regular, which includes Modified and Alternative Education Courses)
English Language Arts	5
Mathematics	2
Science	1
Social Studies	1
Health Education/Physical Education	1
Arts Education/Practical and Applied Arts	1
Sub Total	11
Electives	13
Total	24
	Please note - 5 credits must be at the Grade 12 level.