



School District 69 Qualicum

Collaborative Education Alternative Program

CEAP Learning Centre | Box 1000 | 266 Village Way | Qualicum
Beach, BC V9K 1T3 Phone: 250-752-5628 | FAX: 250-752-5619
ceap@sd69.bc.ca | www.ceap.ca

CEAP Collaborative Commitment Agreement CEAP Elementary Program 2014- 2015

CEAP staff is dedicated to supporting your child's learning. It is a requirement of enrolment that the parent, student and teacher meet to review the guidelines and responsibilities listed below. All parties are expected to sign this commitment agreement.

TEACHER ROLE:

- Provide Grade Level Yearly Overview, Term Learning Plans using the BC Ministry of Education Curriculum, Core and Curricular Competencies and Outcomes, including a description of both online and print- based CEAP resources
- Offer weekly Interaction Days for social and academic growth within the CEAP Elementary community of learners
- Use a variety of current academically rich online and print- based resources and technologies, along with hands-on, play- based, and inquiry and project- based learning opportunities to support student learning
- Provide a CEAP Elementary Program monthly calendar, regular newsletters and CEAP Elementary website describing activities, classroom learning sessions, guest presenters, field trips, portfolio reviews, reporting information and timelines
- Commit to ongoing communication with students and parents through email, phone, Skype, tutorials, and face to face meetings
- Perform on-going diagnostic, formative and summative assessments for students, as well as regular student progress updates and reports
- Collaborate with parents, students and families to personalize student's learning plan
- Provide support to parents for curriculum and resource selection

PARENT ROLE

- Complete all registration forms including CEAP Elementary Commitment contract, New Student Questionnaire, Student Learning Plan, and Financial Allocations Worksheet
- Submit service provider forms and invoices, Internet reimbursement requests and any eligible receipts in a timely fashion
- Read and sign your child(ren)'s Grade Level Yearly Overview acknowledging the learning outcomes, goals and expectations
- Engage in personalizing student's curriculum with the support of the teacher(s)
- Attend CEAP Elementary orientations, parent information and training sessions
- Engage in frequent, ongoing communication with the teacher(s), through email, phone, Skype, face to face meetings and portfolio reviews
- Have and use an active email address, and read, acknowledge and respond in a timely fashion to email requests; such as RSVP's, surveys, and field trip attendance
- Actively participate in your child's Learning Plan by acting as the "at-home teacher", supervising learning activities



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- Collect, organize and submit evidence of learning as requested by the teacher(s), including work samples from students, written descriptions of their activities and service provider reports
- Support and encourage students to lead the Term Portfolio Reviews
- Return all resources on loan by June 14th 2015 or within one week of withdrawal from the CEAP Program

STUDENT ROLE

- Strive to be engaged, self- motivated and self- directed learners
- Set realistic and appropriate goals for yourself
- Complete the learning assignments or inquiry – based projects as outlined in your Grade Level Yearly Overview
- Contribute towards and participate in making your learning personally interesting and engaging with the support of parents, and teachers
- Complete and submit assignments and submit evidence of learning as outlined by the teacher(s)
- Attend the weekly Interaction Days, activities, learning guest presenters, and field trips, to the best of your ability
- Be prepared for Interaction Days; bringing art and school supplies as well wearing proper attire for different activities, including outdoor learning and gym - for example: Rain gear, boots and running shoes for gym
- Be a positive role model and act as a positive ambassador towards others, including classmates and the public
- Participate appropriately in all learning activities, including classroom sessions, guest speakers, and field trips

Please acknowledge that you understand and wish to join the CEAP Elementary Program learning community, based on these guidelines by signing below:

Student: _____

Grade: _____ Start Date: _____

Parent Signature

Student Signature

Teacher Signature

Date