



**Manitoulin-North Shore
Aboriginal Teacher Education Program
Practicum Planning Information
Fall/Winter 2020-21 & Summer 2021**



Aanii, Boozhoo, Sekoli, She:kon, Tânisî, Waachay, Kwey, Hello!

This form includes general information about practice teaching placements, as well as questions for you to fill in. Your responses will be used in planning your practicum placements. To allow adequate time for planning purposes, please complete and return this form immediately.

Please do not submit your completed form in hard copy. Instead, submit this document with your completed questions as an email attachment sent to atep@queensu.ca.

Your completed form must be received no later than **Friday, August 28, 2020**.

If, for any reason, a change or addition needs to be made to the information you have provided, you must contact the Aboriginal Teacher Education Program Office by email at atep@queensu.ca, or toll free by telephone at 1-800-862-6701 no later than **September 30th, 2020**.

NOTE: Be sure to read the Police Record Checks and Health and Safety Training sections carefully. You must obtain a valid police record check (CPIC/VSS) in advance of your practicum. As it often takes several weeks to obtain your CPIC/VSS, please contact your local police department immediately with your request. Information on obtaining the CPIC/VSS and on health and safety is found at this link <http://educ.queensu.ca/atep-office> under the heading "Community-based Practicum."

Program Format *(Indicate Cohort)* **Cohort (2019-2021)**

Practicum Dates

Other Practicum Required PRAC 435
Practicum Component (20 days)

Term 3 (Fall 2020) PRAC 445
November 9 – December 7, 2020 Fall 2 Practicum Component (20 days)

Term 4 (Summer 2021) PRAC 465
May 4 – May 28, 2021 Summer Practicum Component (19 days)
(May 24 – Victoria Day)

Cohort (2020-2022)

Practicum Dates

Term 2 (Fall 2020) PRAC 425
November 9 – 27, 2020 Fall 1 Practicum Component (15 days)

Term 3 (Winter 2021) PRAC 435
February 1 – February 26, 2021 Winter Practicum Component (19 days)
(February 15 – Family Day)

Practicum Arrangement Form

Please complete this form by filling in the shaded boxes below, and return it by email attachment to atep@queensu.ca no later than **Friday, August 28, 2020**.

Under no circumstances can candidates arrange their own placements. All placements are made by the MNS ATEP Office, in Associate Schools within the catchment area only.

*Queen's student number:

*Title: *First Name:

*Preferred first name (i.e. Bob, Katie, Nimkii, Liz):

*Last name:

*Queen's Email:

Alternate Email:

Home Address:

City:

Prov:

Postal Code:

Preferred 'Phone:

Alternate 'Phone:

Do you have a car for practice teaching? Yes No

Are you presently working in a school? Yes No

If you answered "Yes" to the question above, please fill out this section.

Name of school you are working in:

School contact information (Principal's name, email, mailing address, telephone number):

Name of Your Immediate Supervisor in the School:

Your Job Title:

Grade(s) you are working in:

Short Summary of Your Responsibilities in the Classroom/School:

On the list below, please indicate the region you would like to be placed in. Please indicate by priority (1 to 4, with # 1 being your first choice).

Manitoulin Island Region

North Shore Region (Espanola to Sault Ste. Marie)

Sudbury Region

Other Region (specify and indicate reason for this preference)

Reason for choosing 'Other Region':

Please indicate any schools in which there is a known conflict of interest (e.g. close relative or friend in a teaching or senior administration position at school; you worked at school as EA or volunteer, etc.)

School:

School:

Please note that while every effort will be made to secure a placement in your preferred region, there is no guarantee, as placement availability is determined by schools/boards. Therefore it is important to indicate your first, second and third choices on the list above

The ATEP Office is aware that changes in candidates' lives cannot be predicted however, once a placement has been made, it will only be changed under dire circumstances. The information you give on this form must be as accurate as possible, with as much information that will help the ATEP Office as necessary. Please indicate below if there are special needs of which the ATEP Office needs to be aware (i.e. single parent, medical condition, child-care responsibilities, married candidate, etc.). Lack of a vehicle, job, etc. do not fall under special circumstances. Be as brief as possible.

Candidate Background Information Form

*Only required if you wish to update your information

Name:

In answering the first question, be brief but informative. Background forms are given to schools who want a 'snapshot' of you. It is recommended that a minimum of four to five sentences be used; background forms that contain only one or two sentences are sometimes rejected by schools. Responses will be cut off at 1,500 characters (including spaces) per question. Only one page is allotted for both questions.

1. What special strengths, interests/talents (e.g. athletics, arts, travel, computers, etc.), and experiences will you bring to the students and staff in your associate school?

2. Academic background [not marks]: Do not list all university courses, only those relevant to Aboriginal education. Do not list course codes. PJ candidates can list university major(s) and minor concentrations, as well as any other courses that may be of interest to an elementary school.