

# Annual EDUCATION Plan

**GRADES 7 TO 12**

**Goal setting and planning are the skills that enable us to get where we want to go in life.**

**If you want to get higher marks or learn a new skill or open the door to the career of your choice, you have to have a plan.**

■ Use this form to record the results of the planning activities and reviews that you conduct throughout the school year with the help of your teacher-adviser. Use the information on your report card and your IEP (if you have one) to help you set goals and develop action plans.

■ By working on your annual education plan, you will learn both how to set goals that suit your strengths, interests, and needs and how to go about achieving them. You will review and revise your plans regularly as you evaluate your progress, gain experience, and learn more about yourself.

■ Your plan will help you focus on your academic achievement, as well as on career and educational opportunities, extracurricular activities, and community involvement activities. What you learn in these areas will help you decide on and work towards your post-secondary destination.

■ Your parents or guardians will review and comment on your annual education plan twice a year. You should consult with them about your annual education plan and your IEP (if you have one) as often as you need to.

**Remember that learning how to plan will help you achieve your goals in all areas of your life.**

## STEPS TO INFORMED DECISION MAKING AND ACTION PLANNING:

**Step 1** Set goals and plan for action

**Step 2** Review your progress and revise your plan

**Step 3** Prepare for next year

**Step 4** Do a year-end review

STUDENT

ELEMENTARY SCHOOL

SECONDARY SCHOOL

FOCUS FOR PLANNING

Teacher-Adviser/Guidance Counsellor

School Year

GRADE 7

Learning to plan

GRADE 8

Preparing for high school

GRADE 9

Making the transition to high school

GRADE 10

Considering postsecondary destinations

GRADE 11

Selecting my postsecondary destination(s)

GRADE 12

Preparing for my postsecondary destination

	Teacher-Adviser/Guidance Counsellor	School Year
GRADE 7 Learning to plan		
GRADE 8 Preparing for high school		
GRADE 9 Making the transition to high school		
GRADE 10 Considering postsecondary destinations		
GRADE 11 Selecting my postsecondary destination(s)		
GRADE 12 Preparing for my postsecondary destination		

# STEP 1

## Set Goals and Plan for Action

At the start of the school year, set your goals and make a plan that will help you achieve them. Set goals in the areas of academic achievement, career and education exploration, extracurricular activities, and, starting in Grade 9, community involvement. If you have an IEP, consider its directions when you set your goals and make your plans.

	GOALS	ACTION PLAN
GRADE 7		

	GOALS	ACTION PLAN
GRADE 8		

	GOALS	ACTION PLAN
GRADE 9		

# STEP 2

## Review Your Progress and Revise Your Plan

Review your progress towards your goals regularly throughout the school year, with the help of your teacher-adviser. Revise your plan if you need to. Record the results of your reviews here twice during the school year, taking into account the marks and comments on your last report card.

<b>GRADE 7</b>	<b>REVISED ACTION PLAN</b> Review 1	<b>FEEDBACK FROM PARENTS AND TEACHER-ADVISER</b>		
		_____	_____	_____
		Parent/Guardian	Teacher-Adviser	Date
	Review 2			
		_____	_____	_____
		Parent/Guardian	Teacher-Adviser	Date

<b>GRADE 8</b>	<b>REVISED ACTION PLAN</b> Review 1	<b>FEEDBACK FROM PARENTS AND TEACHER-ADVISER</b>		
		_____	_____	_____
		Parent/Guardian	Teacher-Adviser	Date
	Review 2			
		_____	_____	_____
		Parent/Guardian	Teacher-Adviser	Date

<b>GRADE 9</b>	<b>REVISED ACTION PLAN</b> Review 1	<b>FEEDBACK FROM PARENTS AND TEACHER-ADVISER</b>		
		_____	_____	_____
		Parent/Guardian	Teacher-Adviser	Date
	Review 2			
		_____	_____	_____
		Parent/Guardian	Teacher-Adviser	Date

# STEP 1 (cont.)

## Set Goals and Plan for Action

At the start of the school year, set your goals and make a plan that will help you achieve them. Set goals in the areas of academic achievement, career and education exploration, extracurricular activities, and, starting in Grade 9, community involvement. If you have an IEP, consider its directions when you set your goals and make your plans.

	GOALS	ACTION PLAN
GRADE 10		

	GOALS	ACTION PLAN
GRADE 11		

	GOALS	ACTION PLAN
GRADE 12		

# STEP 2 (cont.)

## Review Your Progress and Revise Your Plan

Review your progress towards your goals regularly throughout the school year, with the help of your teacher-adviser and, in Grade 12, your guidance counsellor. Revise your plan if you need to. Record the results of your reviews here twice during the school year, taking into account the marks and comments on your last report card.

<b>GRADE 10</b>	<b>REVISED ACTION PLAN</b>	<b>FEEDBACK FROM PARENTS AND TEACHER-ADVISER</b>		
	Review 1	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Parent/Guardian</span> <span>Teacher-Adviser</span> <span>Date</span> </div>		
Review 2	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Parent/Guardian</span> <span>Teacher-Adviser</span> <span>Date</span> </div>			
<b>GRADE 11</b>	<b>REVISED ACTION PLAN</b>	<b>FEEDBACK FROM PARENTS AND TEACHER-ADVISER</b>		
	Review 1	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Parent/Guardian</span> <span>Teacher-Adviser</span> <span>Date</span> </div>		
Review 2	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Parent/Guardian</span> <span>Teacher-Adviser</span> <span>Date</span> </div>			
<b>GRADE 12</b>	<b>REVISED ACTION PLAN</b>	<b>FEEDBACK FROM PARENTS AND GUIDANCE COUNSELLOR</b>		
	Review 1	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Parent/Guardian</span> <span>Guidance Counsellor</span> <span>Date</span> </div>		
Review 2	<div style="border-bottom: 1px solid black; height: 20px; width: 100%;"></div> <div style="display: flex; justify-content: space-between; font-size: small;"> <span>Parent/Guardian</span> <span>Guidance Counsellor</span> <span>Date</span> </div>			

# STEP 3

## Prepare for Next Year

### Recording your achievement and making course selections

Grade 7 and 8 subjects	Grade 7 marks			Grade 8 marks		
	1st term	2nd term	3rd term	1st term	2nd term	3rd term
English						
- Reading						
- Writing						
- Oral and Visual Communication						
Second Language						
- Oral Communication						
- Reading						
- Writing						
Mathematics						
- Number Sense and Numeration						
- Measurement						
- Geometry and Spatial Sense						
- Patterning and Algebra						
- Data Management and Probability						
Science and Technology						
History						
Geography						
Health and Physical Education						
Music						
Visual Arts						
Drama and Dance						

- Refer to your last report card for a record of your marks and, for Grades 9 to 12, a record of credits earned and community involvement hours completed.
- When selecting courses, refer to the secondary school’s course calendar for a list of courses offered.
- When selecting courses, make sure you are meeting diploma requirements.
- Make sure your course selections in Grades 11 and 12 meet the entry requirements of your postsecondary destination.
- You will be selecting your courses for next year sometime during this school year. Your marks on your last report card, as well as your achievement in a subject in previous years, will help you make decisions about courses for next year.

Course selections for Grade 9	Grade 9 →		Grade 10 →		Grade 11 →		Grade 12 →	
	Marks on last report card	Course selections for Grade 10	Marks on last report card	Course selections for Grade 11	Marks on last report card	Course selections for Grade 12	Marks on last report card	Final Grade 12 marks

### Secondary school diploma requirements

Community involvement hours completed:

in Grade 9	hrs	+	in Grade 10	hrs	+	in Grade 11	hrs	+	in Grade 12	hrs	=	Total	hrs
													40 hrs

Secondary school literacy test passed:      yes

## Secondary school diploma requirements (continued)

### Compulsory Credits – 18

- English – 4 credits (1 per grade) .....       Civics – 0.5 credit .....
- Mathematics – 3 credits (at least 1 in Gr. 11 or 12) .....     Career studies – 0.5 credit .....
- Science – 2 credits .....     **Plus:**
- French as a second language – 1 credit .....  1 credit in English or a third language or the social sciences and humanities
- Canadian history – 1 credit .....  or Canadian and world studies .....
- Canadian geography – 1 credit .....  1 credit in health and physical education or business studies or the arts
- The arts (music, visual arts, media arts, drama, dance) – 1 credit .....  1 credit in science (Gr. 11 or 12) or technological education (Gr. 9–12) .....
- Health and physical education – 1 credit .....

### Optional Credits – 12

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## Additional planning for next year

- Record what you plan to do next year in each of the following areas.

	Plans for Grade 8	Plans for Grade 9	Plans for Grade 10	Plans for Grade 11	Plans for Grade 12
<b>Career Exploration Activities</b> (e.g., learning about economic sectors; job shadowing; touring a workplace; participating in cooperative education)					
<b>Education Exploration Activities</b> (e.g., researching university, college, or apprenticeship programs on the Internet; visiting campuses)					
<b>Extracurricular Activities</b> (e.g., joining a debating club, a sports team, or a Junior Achievement company; volunteering to tutor other students)					
<b>Community Involvement Activities</b> (e.g., assisting at a local hospital, a food bank, or a local arts festival)					

## STEP 4

### Do a Year-End Review

At the end of the year, review your academic achievements, as well as your achievements in other areas. Have you reached your goals this year? Are your plans for next year still appropriate? Do you need to change any of the course selections you made in Step 3? In Grades 11 and 12, review your postsecondary plans and confirm that you are meeting all entry requirements. What have you learned about setting goals and planning?

GRADE 7

GRADE 8

GRADE 9

GRADE 10

GRADE 11

GRADE 12