



Project | SEARCH®



ST. JOSEPH'S  
*Lifecare Centre*  
BRANTFORD



Learn Lead  
Inspire

COMMUNITY LIVING  
Brant

# Project | SEARCH Brantford Student Application Package 2023-24

**Due Date: Friday, May 5th, 2023**

## **Purpose:**

The purpose of this application package is to outline the skill set of the Project | SEARCH Brantford Student Applicant. Applicants are applying for a Grand Erie work placement at the St. Joseph's Lifecare Centre for the 2023- 2024 school year. This application package allows the Selection Committee, which comprises representatives from Grand Erie School Board, St. Joseph's Lifecare Centre, and Community Living Brant, to properly assess each applicant's skills, abilities, and background. The Selection Committee may contact a parent/caregiver, applicant, school staff, or reference to gather additional information. The goal is to select applicants who will be successful in the Project | SEARCH Brantford program and reach the outcome of competitive employment following graduation.



# Project | SEARCH Brantford | Application Package 2023-24

<b>Applicant's Full Name</b>	
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Surname	Given Name

D.O.B.: dd/mm/yyyy	School	Grade/Program	Gender

### Criteria for Application - applicant must meet all of the following criteria:

- Must be 18 years of age or older on the day the Project SEARCH program starts
- Applicant is in their final year of high school and plans to enter the employment field and not return to secondary school
- Have a diagnosis of intellectual and/or developmental disability (MID, DD, ASD)
- Must be able to communicate effectively with reasonable accommodations
- Have means of transportation, personal vehicle or public transit, to and from St. Joseph's Lifecare Centre
- Must be able and willing to participate in the regular program hours which is the normal school day, five days per week, for the full school year
- Have a desire to increase employability skills through classroom instruction and hands-on experience in an employment setting
- Can independently regulate behaviour and demonstrates social skills
- Can be independent with personal care and hygiene
- Willing to comply with St. Joseph's Long-Term Care Home and Stedman Community Hospice requirements if the applicant is successful (Full Covid vaccination, proof of two-step Tuberculosis skin test, completion of a Vulnerable Sector Police Check, and for Fall 2023 strongly encourage Flu vaccination)
- Has completed the Developmental Services Ontario (DSO) Intake Form

### Application Package must include all of the following items:

- Current IEP (Individual Education Plan)
- Project SEARCH Applicant Selection Rubric (Appendix A) completed by current teacher and classroom staff.
- Student Voice – letter, visual or digital presentation to express why the student wants to participate in Project Search and what they hope to gain from the experience. Guiding questions are included on the following page. Guiding Questions found on **page 3** of this package.
- Consent for Disclosure and Collection of Information Form (Appendix B). **Page 4** of this package.
- Applicant Information and Emergency Contact Information Form (Appendix C). **Page 5** of this package.
- Prior Work Experience Form (Appendix D). **Pages 6-7** of this package.

Signature of Principal: .....

Principal Name: ..... Date (dd/mm/yyyy): .....



Applicant's Full Name

## Selection Process for Project | SEARCH Grand Erie

1. Applicants must meet all Project | SEARCH criteria, found on **page 3** of this package.
2. Completed Application must be submitted to the Specialized Services Program Coordinator, [frances.lainson@granderie.ca](mailto:frances.lainson@granderie.ca), by the school LRT on or before **Friday, May 5th, 2023**.
3. Completion of application does not guarantee the applicant's placement in the program.
4. Program Coordinator will not accept incomplete application packages. Incomplete packages will be returned to sending LRT.
5. Applicants must attend the Skills Assessment and Interview session prior to final selection on **Monday, May 15th, 2023**.
6. Successful applicants will be notified by the Specialized Services Program Coordinator.
7. Successful applicants will review and sign the Project | Search Student Contract prior to the start of the work placement.
8. Successful applicants must pass a Vulnerable Sector Police Check, provide proof of two-step Tuberculosis skin test, and full Covid vaccinations as well as any other mandatory screenings as per workplace regulations prior to the start of the work placement.

## Guiding Questions for Student Voice

### Why do you want to participate in Project SEARCH?

Please submit your answer in whatever format is best for you – written (or scribed) response, video recording, digital storytelling/slide show (such as PowerPoint or Pictello), or another format of your choosing.

**Note:** It is expected that applicants might receive support with this portion of the application, but please ensure that is the student's voice represented here (support from parents and/or school staff can be expressed in the Applicant Selection Rubric).

The following Guiding Questions could be used to help frame your response to the question above:

### Do you...

- want to have a job after high school?
- want to learn the skills you might need for a job?
- want to learn what it feels like to have a job?
- like to learn in a hands-on way?
- like to work with people?
- want to learn how to work with other people?
- want to learn skills in a different environment (not in a classroom)?
- want to try out different jobs to see what you like or what you are good at?
- like to learn new things or work with new people?
- want to meet other students your age with similar interests in learning job skills?
- want to create a plan for what you are going to do after high school?



Applicant's Full Name

Appendix B

Consent For Disclosure and Collection Of Information



Name of Student, School, Date of Birth: dd/mmm/yyyy

I/We the undersigned, authorize the Grand Erie District School Board to:

Obtain my child or my Individual Education Plan

From

(Home School)

Release the following information for my child or mine;

- IEP (Individual Education Plan)
Project | SEARCH Student Application Package
Project | SEARCH Student Contract

To Identified contact(s) at Community Living Brant, St. Joseph's Lifecare Centre and Stedman Hospice connected to the Grand Erie Project | SEARCH Program.

For use by such officers or employees of the Board who may need the personal information in the performance of their duties or for the purpose of complying with the Act of the Legislature or in Act of Parliament or a Law Enforcement Agency in Canada to aid a current or potential investigation undertaken with a view to a law enforcement proceeding.

Signatures

Parent/Caregiver: .....

Student (if applicable): .....

Witnessed by: ..... Date: .....

This form will be kept as a record under the authority of the Education Act, R.S.O., 1990, c.E.2 AND the Municipal Freedom of Information and Protection of Privacy Act and will be used for the purposes of the education of students.

Filed in OSR

Retention: E+10 years (E = retirement of student)



<b>Applicant's Full Name</b>	
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Appendix C

# Project | SEARCH Applicant Information and Emergency Contact Information Form

Student Application Information			
First Name		Last Name	
Student Grand Erie Email		Phone Number	
Home Address			
Current School			

Emergency Contact Information			
Name			
Relationship to Applicant		Phone Number	
Home Address			
Email Address			

School Contact Person			
Name			
Position		Phone Number + Extension	

**Required Accommodations at School and Work**

Please check off any accommodations that applicants require during school and would require similar accommodations at work.

<input type="checkbox"/> Mobility	<input type="checkbox"/> Light sensitivity	<input type="checkbox"/> Speech/language
<input type="checkbox"/> Communicating	<input type="checkbox"/> Noise sensitivity	<input type="checkbox"/> Self-regulation
<input type="checkbox"/> Adjusting to new situations	<input type="checkbox"/> Working with others	<input type="checkbox"/> English as a second language
<input type="checkbox"/> Work stamina (standing, stairs, lifting)	<input type="checkbox"/> Attendance	<input type="checkbox"/> Other (please use the space below)
<input type="checkbox"/> Fine motor skills	<input type="checkbox"/> Self-care	

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Applicant's Full Name

Appendix D

# Project | SEARCH Prior Work Experience Form

Please list the jobs (both paid and volunteer) that you may have done both in your school(s) and in the community. Leave blank if you don't have any at this time.

<input type="checkbox"/> Paid <input type="checkbox"/> Volunteer	Location	
	Duties	
<input type="checkbox"/> Paid <input type="checkbox"/> Volunteer	Location	
	Duties	
<input type="checkbox"/> Paid <input type="checkbox"/> Volunteer	Location	
	Duties	
<input type="checkbox"/> Paid <input type="checkbox"/> Volunteer	Location	
	Duties	



<b>Applicant's Full Name</b>	
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**Appendix D**

# Project | SEARCH Reference Form

References do not have to be related to work experience if no experience exists. Feel free to include staff from the school, close family members or trusted adult friends.

References may be contacted by the Selection Committee, please ensure that you have their consent to be used as a reference.

Reference #1			
Full Name			
Relationship to Applicant		Phone Number	
Email Address			

Reference #2			
Full Name			
Relationship to Applicant		Phone Number	
Email Address			

Reference #3			
Full Name			
Relationship to Applicant		Phone Number	
Email Address			

## Assistance

The person assisting the candidate to complete this Student Application Package is:			
Name		Title	
Organization		Phone Number	
Email Address		Signature	