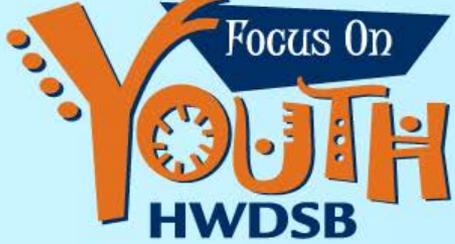


Hamilton-Wentworth District School Board

FOCUS ON YOUTH 2018

Community Agency Information



The 2018 Focus on Youth Team

Shawn McKillop – Manager, Communications + Community Engagement

Mike Des Jardins – Supervisor of Engagement

Sarah Tracz - Community Engagement Specialist

Student Leadership Development Lead

Project Assistant

Community Agency Project Monitors (3)

HWDSB Caretaking Project Monitor

HWDSB Cooperative Education Teacher



WHAT IS FOCUS ON YOUTH?

A program funded by the Ontario Ministry of Education that partners HWDSB with not-for-profit groups to support them in delivering free or low cost summer programs and activities that keep young people safe and active, including those focused on:

- literacy and numeracy
- sports and recreation
- culture and the arts
- leadership development and mentorship
- programs targeted at meeting the needs of specific populations e.g. newcomer children, street-involved and homeless youth

2018 will mark the 10th year of Focus on Youth HWDSB!



PROGRAM OBJECTIVES

Through Focus on Youth, our goal is to enhance high quality summer program opportunities for children and youth throughout Hamilton by:

1. Offering free use of school space for organized, community-based programs
2. Improving the quality of life for children and youth in high and moderate needs communities who otherwise would have limited access to organized summer programming
3. Providing employment opportunities for youth in Hamilton with a focus on hiring and supporting the employment experiences of “at-risk” youth



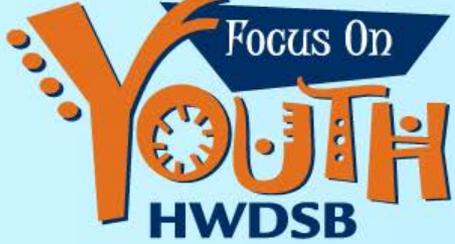
HIGHLIGHTS of Focus on Youth 2017

- **Free use of school space in 25 elementary schools & 3 secondary schools** for organized, community-based agency summer programs
- **283 HWDSB student applications were received**, and all applicants had the opportunity to experience an interview
- **95 HWDSB students were hired** to fill roles with community agencies and with HWDSB caretaking staff
- **24 hours of pre-employment leadership training:** communication techniques, leadership styles, group management, lesson planning, First Aid
- On average, **1872 participants benefitted daily** from the 2017 Focus on Youth summer programs of our community partners



HIGHLIGHTS of Focus on Youth 2017 - Continued

- **18 agencies ran 51 program sites** in partnership with Focus on Youth
- Development of a collaborative learning community: weekly training sessions & monthly evening “socials” for student employees
- Co-op credits were granted to students participating in the Focus on Youth program with a 100% pass rate
- Student employee evaluation: regular site visits at placements, daily & weekly logs, two formal performance evaluations, assessment of a culminating activity
- Agency evaluation: identifying opportunities for capacity building and support from the Focus on Youth team



FOCUS ON YOUTH 2018

HWDSB anticipates receiving \$400,000 from the Ontario Ministry of Education to operate Focus on Youth for 2018.

Focus on Youth (access to HWDSB space and student employee placements) will run from Tuesday July 3, 2018 to Friday August 11, 2018.



HOW DOES A COMMUNITY AGENCY BECOME INVOLVED?

- A committee will review the community agency applications for use of HWDSB space and student placements and select groups who are best able to sustain an effective summer program
- HWDSB's goal is to maintain existing partnerships and develop & sustain new partnerships with community agencies to support all children and youth in the City of Hamilton



SELECTING COMMUNITY PARTNERS

- Preference will be given to not-for profit groups who can sustain 6 weeks of full day, five days a week programming but all should apply
- Agencies are responsible for all aspects associated with the funding of their programs
- Agencies must have their own general liability insurance for \$2,000,000



SOME THINGS TO CONSIDER

- Placement students are limited and may not be available to all applicants. 2 student employees are placed per program site.
- Student employees are added support for community programs and must be supervised at all times. The on-site supervisor must be a representative or staff person of the community organization that applies to participate in Focus on Youth. Based on the Day Nurseries Act, agencies must demonstrate that they have a minimum ratio of *1 qualified agency staff person to 15 program participants* (Focus on Youth students are not included in that ratio).
- While employees of HWDSB, placement students should be treated as equal team members at program sites, including all privileges and responsibilities. Student employees can be “branded” by the agency in addition to the FOY t-shirts that they are expected to wear daily. Examples: lanyard, agency identification, co-branding on FOY t-shirts, etc.



CONSIDERATIONS - CONTINUED

- In some locations, community groups should anticipate sharing space with other community users and HWDSB staff will help facilitate mutually beneficial use of site spaces.
- Due to HWDSB capital projects (maintenance, repairs and renovations), some specific site requests for space will not be available for health and safety reasons. We will suggest alternate HWDSB space based on programming needs.
- We encourage community agencies to first consider operating their summer programs at schools identified by the Ontario Ministry of Education as *Priority Schools* (please contact us for a list).
- Use of HWDSB space and placement students through Focus on Youth will only be available from July 3 – August 10, 2018.
- From July 3 – August 10, HWDSB space is available for use based on the summer hours of caretaking staff (7:00am - 2:00 pm). We will accommodate requests for use that extend beyond 2:00 pm to meet programming needs.



ASSESSMENT OF COMMUNITY PROGRAMS

An information tool (modified from the Ontario Ministry of Education, Before and After School Program Guidelines) is used to assess all community agency programs partnered with the Focus on Youth program. Focus on Youth monitors will assess community programs and share their conclusions with agency staff, where applicable. The assessment identifies areas for improvement to build on an agency's capacity to deliver quality programming. HWDSB will offer agencies the support and resources needed to make the suggested improvements.



WHAT HAPPENS NEXT?

Key 2018 Dates for Community Agencies

(pending confirmation of funding from the Ministry of Education)

- Friday, March 2 – Agency applications available
- Tuesday, March 27 (4:00 pm) – Deadline for agency applications
- Tuesday, May 22 – Agencies will be selected and receive confirmation of space(s) and student placement(s)
- Thursday, June 1 – Deadline for selected agencies to return completed partnership agreement
- June – Student pre-employment training
- Tuesday, July 3 – Focus on Youth programs begin
- Friday, August 10 – Focus on Youth programs end



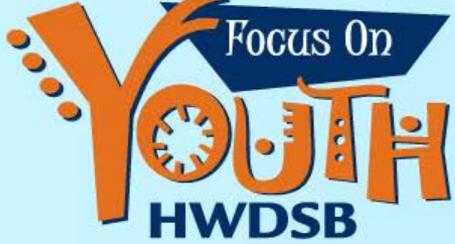
HWDSB STUDENT EMPLOYEES

- HWDSB has a target of hiring as many students as possible for Focus On Youth 2018.
- Student employee application: On-line application will open on April 4 and closes on April 26.
- The majority of FOY students will work with community partners in their programs (in roles such as camp counselors and child care providers) and some students will work in HWDSB caretaking/maintenance.
- Students working with agencies and in caretaking/maintenance will be paid \$14.56 per hour. Students placed with agencies will work 30 hours per week at their agency and 2 hours with FOY program staff. Caretaking student employees will work approximately 40 hours per week.



HWDSB STUDENT EMPLOYEES - Continued

- All Focus on Youth student employees will receive pre-employment training in June.
- All student employees will have basic First Aid training in advance of their placements with agencies and in caretaking.
- Student employees will attend weekly, 2 hour training sessions with HWDSB outside of regular agency program hours and in addition to their work week.
- All student employees have completed WHMIS training and Health & Safety Awareness Training (or have proof of certification within the last 12 months), and have passed a Police Information Check.
- Other required safety equipment needed by students, such as work boots, will be provided by the Focus on Youth program.
- The costs for additional requirements will be covered through FOY funds in order to reduce/eliminate any barriers to employment for students.



If your agency is interested in participating in Focus on Youth, please contact:

Sarah Tracz, Community Engagement Specialist

stracz@hwdsb.on.ca

905-527-5092 ext. 2374