



Building Futures for Youth (BFY)

Teacher Guide - 2023

Who should be encouraged to apply?

Any Grade 10 or 11 students interested in exploring a career in the construction industry should be encouraged to apply. Students must be 16 years of age before the first day of the Industry Safety Training at NSCC. All aspects of the application must be submitted by the deadline.

Will a student be guaranteed a placement in a trade of their choosing?

All students who are accepted into the program will be placed in an entry level placement in the construction industry. Although student preferences are considered, students are not guaranteed their top trades interest.

What will a student need to participate?

All BFY students must complete WHMIS, OH&S training and have met the Co-op *Placement Readiness* form requirements before the first day of the Industry Safety Training at NSCC. That would include successfully achieving the outcomes of the Co-op pre-placement instruction. If the student completed the pre-placement instruction in a previous school year, you will need to ensure they receive a pre-placement classroom refresher to ensure they still meet the workplace readiness requirements. It is your responsibility to maintain a Co-op file for each BFY student and send a copy of the completed *Placement Readiness* form to your Youth Pathways Consultant.

A student has applied. What's next?

- Student reviews the provided interview preparation resources
- Virtual Interview (*class time missed = 30 minutes)
- Virtual Family Information Session (scheduled in the evening)
- Industry Safety Training at NSCC (*class time missed = 6 days)
- Work Placement
- Graduation / BFY Day (*class time missed = 1 day) *not mandatory*

How much time will they miss from class?

Specific details are available from your Youth Pathways Consultant. All items with an asterisk (*) in the bulleted list above require time out of class. Time missed is considered a school activity / excused absence. Students must communicate with their teachers and make up any required course work.

Do I have to arrange for transportation?

If transportation supports are available prior to the work placement, they are facilitated by your Youth Pathways Consultant. Specific details are available from them. Once students begin the work placement, they are responsible for their own transportation. ***While participating in any aspect of the BFY program, students are not allowed to carry passengers in their personal vehicles; operate employer or customer vehicles; or use their personal vehicles for work purposes.***

How will I know if a student has been accepted?

The teacher listed on the student application is copied on all email correspondence with the student.

Am I responsible to find the student's placement?

No. The Building Futures for Youth team is responsible to find the work placements. Your responsibility is to support the student through the process, until their placement is confirmed. If BFY contacts you regarding possible placement opportunities, feel free to share any information you may have.

Who should I contact if a student has a placement in mind (i.e. already has an employer contact)?

If you or your student have a contact for a work placement, please share the details with your Youth Pathways Consultant who will ensure BFY is aware of this opportunity.

When are placements confirmed?

Placements will be confirmed starting on June 1st and the final notifications will be sent the last week of school. Some placements may not be confirmed until the first week of July. Start dates of placements will be no later than July 15th, with the majority beginning on the first week of July. Students will be notified of their start date when they receive their placement information.

How long will a student be working?

BFY asks that host employers provide students with 200-hours (approx. 5-weeks) employment. Once 200-hours is completed, it is up to the employer and the student if they want to continue employment.

How do I find out about the placement?

You will be copied on the email your student will receive providing the details of their placement including the employer and work site location. Students should not contact their assigned host employer. The supervising teacher will arrange for the first contact with the employer.

A student has been placed. Who is supervising them?

If you or another teacher from your school is not supervising them, that information is available from your Youth Pathways Consultant.

Are there any assignments or work that I need to have them complete during their placement?

No. The supervising teacher is responsible for visiting the student at their placement and managing expectations for assignments during the placement.

What type of credit does a student gain from this program?

For completing all aspects of the BFY program the student will earn 3 high school Co-op credits. They will also earn 300 hours of Apprenticeship Practical credit. These hours will be tracked by the Nova Scotia Apprenticeship Agency and will be credited to the student upon their future registration as an apprentice in any trade.

If I am not their supervising teacher, how will I receive information regarding the student's experience in the program?

Your Youth Pathways Consultant will provide you with information at the end of the summer, including Co-op forms that you will be responsible for placing in the student's file.

What if I have questions or concerns?

Contact your Youth Pathways Consultant.