

Ministry of Education

Student Success/Learning to 18  
Strategic Policy Branch

Mowat Block, 16<sup>th</sup> Floor  
900 Bay Street  
Toronto ON M7A 1L2

Telephone: [416] 325-0951  
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Ministère de l'Éducation

Direction des politiques stratégiques  
en matière de réussite des élèves et  
jusqu'à l'âge de 18 ans

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Téléphone: [416] 325-0951  
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**MEMORANDUM TO:** Directors of Education

**FROM:** Pauline McNaughton

**DATE:** September 18, 2014

**SUBJECT:** DATA COLLECTION - THE WORKPLACE SAFETY AND  
INSURANCE BOARD COVERAGE FOR STUDENTS IN  
WORK EDUCATION PROGRAMS - SCHOOL YEAR 2014

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Policy Program Memorandum No. 76A, dated September 27, 2000, outlines the Workplace Safety and Insurance coverage available for students in cooperative education and work experience programs. Students on Supervised Alternative Learning for Excused Pupils were also included, where appropriate. Page 7 of the memorandum indicates that the ministry must collect data on a school year basis.

It would be appreciated, therefore, if you would complete the enclosed *Forms 63-2088* and *63-2087*, as appropriate, and return one copy of each, or a "Nil" report to the Ministry of Education, on or before **November 4, 2014**.

Please note the ministry requires, as indicated on *Form 63-2088*, the total board school hours, but we also would appreciate a breakdown of the total number of hours per school.

If you have any questions please contact Agostino Gianvecchio by telephone at (416) 325-2527 or by facsimile at (416) 325-2552.

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Please mail all forms to the address shown below.

Agostino Gianvecchio  
Business/Finance Coordinator  
Student Success/Learning to 18  
Strategic Policy Branch  
Ministry of Education  
Mowat Block, 16<sup>th</sup> Floor  
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Toronto, Ontario  
M7A 1L2

Thank you for your assistance in implementing The Workplace Safety and Insurance Board coverage for your students in Cooperative Education and Work Experience programs and for returning your data promptly.

Pauline McNaughton  
Acting Director  
Student Success/Learning to 18 Strategic Policy Branch

Attachments