



Britannia Secondary Grad Transition Interviews

How to Book Your Grad Transition Interview

We are using an on-line scheduling system ("School Appointments on-line") that will allow students to book on-line their Grad Transition interview with an Educator at Britannia. The on-line scheduling system will be accessed during English 12 classes in the week of January 14th to 18th. After booking a Grad Transition interview, students may view and manage their appointment through the following website:

<https://britanniasecondary.studentappointments.net/admin/>

On this site, you will be able to book, delete and change your appointment.

1. Go to the website and click on the "REGISTER" menu tab and create an account. Then login and add your student information into the system.
2. After your information has been entered, you will be able to schedule an appointment by clicking the button beside the Educator you would like to schedule appointments with.
3. After selecting the Educator from the list, click the "View Calendars" button to see their calendars. Select an available time slot that you would like to book your interview on, click it and then click the "Book Appointments" button to save your selection.
4. Sections of the Educator's calendars that are black are not available for booking as the Educator has another commitment at that time.
5. When you are finished you can view your appointment from the "PROFILE" tab by selecting "View Appointments". You can also print your appointment from the "View Appointments" screen.

Do not miss your appointment!

We look forward to seeing you at your interview!



Britannia Secondary Grad Transition Interviews

September 13th, 2018

Dear Parents of 2019 Graduates:

As your sons and daughters prepare for their final year of high school and begin their transition from high school to the next stage of their lives we wish to inform you of our plan to support our Grads in completing their *Graduation Transitions*. The BC Ministry of Education requires that **all Grade 12 students must complete the Graduation Transitions in order to graduate**. The program is comprised of:

- Personal Health – maintain a personal health plan and participate in at least 150 minutes per week of moderate to vigorous physical activity;
- Community Connections – participate in at least 30 hours of work experience and/or community service and describe what was learned;
- Career and Life – complete a transition plan and present significant accomplishments.

BC Ministry of Education (www.bced.gov.bc.ca/graduation/grad_certificate.htm)

We will be asking students to log on to our Britannia website to download forms to help guide students with the completion of the first two sections of Grad Transitions: “**Personal Health**” and “**Community Connections**”. Both these sections will be **due October 18th and November 21st**, respectively. The completion of the sections will be indicated on each student’s **Term One Report Card in December**.

To complete the final requirement “**Career and Life**”, students will need to present selected components of their transition plan to an Educator at Britannia Secondary as well as the completed work requested within the Career and Life section. We are using an on-line scheduling system (“School Appointments on-line”) that will allow students to book on-line their Grad Transition interview. The on-line scheduling system will be accessed in their English 12 classes during the week of January 14th to 18th, 2019.

We intend to conduct short interviews with our 2019 Graduates from February 4th to February 14th. The interviews will be 5 minutes in length and take place at various times throughout the week. During the interview, students will be required to have their transition plan and resume complete and available. Prior to this interview, students will have the opportunity to review questions and a rubric that will be used within the interview.

If you have any questions feel free to contact one of our Administrative Team at Britannia.

Sincerely,

Alec MacInnes, Principal
Nick Despotakis, Vice Principal