

JUNIOR HIGH HYBRID IN REACH PROGRAM

Background

The Junior High Hybrid Program is designed for students in grades 7-9 who need a mix of online and in-person support. The program is a classroom within our middle schools, not a standalone school.

The program is referral based, not a program of choice. This program provides an alternate educational delivery system to students who are at risk of non-completion in the traditional educational setting.

The referral process provides a structured approach to referring students to junior high hybrid programming (grades 7-9). It ensures that referrals are handled collaboratively through school administration to best support the student's learning needs while maintaining alignment with the Division's vision and values.

Procedures

1. Identification of Student Needs

A referral to an alternative education program should be considered when a student:

- 1.1. Is experiencing challenges in a traditional school setting due to academic, social, emotional, or personal factors.
- 1.2. Requires a flexible learning environment that supports individualized pacing.
- 1.3. Faces mental health concerns, social anxieties, or personal barriers to regular attendance.
- 1.4. Has unique circumstances, such as working, young parenthood, homeschooling transitions, frequent travel, or athletic commitments.
- 1.5. Is at risk of not completing their education due to disengagement or attendance issues.

2. Referral Initiation and Administration Approval

2.1. Who can initiate a referral?

A referral to an outreach school, virtual program, or hybrid program may be initiated by:

- 2.1.1. Teachers,
- 2.1.2. Principal and/or vice principal, or divisional personnel

- 2.1.3. School counsellors,
- 2.1.4. Parents/guardians,
- 2.1.5. Students (self-referral), or
- 2.1.6. External agencies (i.e. social services, mental health professionals)

2.2. Administrative Review Process

If the student is currently attending a school within the Division, the referral must go through the administration of the student's current school, regardless of who initiates it. The referring school administrator must:

- 2.2.1. Review the student's academic history, attendance records, and any support plans before forwarding the referral.
- 2.2.2. Submit the [Referral Form for 7-9 Hybrid Program](#), including:
 - 2.2.2.1. Reason for referral,
 - 2.2.2.2. Interventions attempted,
 - 2.2.2.3. Parental/guardian input (if applicable), and
 - 2.2.2.4. Supporting documentation (i.e. IPP, Behavioural Support Plan, attendance data).

3. Review and Decision by the Alternate Education Program

The referral process ensures that all students receive the appropriate educational placement within the Division, which supports personalized learning, flexibility, and success for diverse learners. The decision to accept a student will be at the discretion of the supervising Principal, in conjunction with the principal who traditionally receives grade 9, or is the principal of the referring school. The decision is subject to individual student needs as well as program capacity.

If accepted:

- 3.1. Intake: A meeting is scheduled with the student, parent/guardian (if applicable), and program staff to review expectations and develop an individualized program based on the student's needs.
 - 3.2. Orientation: Students receive an overview of the program's structure, attendance expectations, and available support.
 - 3.3. Monitoring: Regular check-ins (bi-weekly or monthly) ensure progress and engagement. A contract with the expectations of the student may help to clarify expectations.
4. Transportation to the hybrid program will only be provided in the morning on regular bus routes. Students from outside the home community of the program can be referred and accepted, but the parent/guardian is responsible for providing transportation to the program outside of the Rocky Mountain House and/or Drayton Valley catchments.

Reference: [Education Act](#)
[Guide to Education ECS to Grade 12](#)
[Outreach Programs Overview and Handbook](#)

Adopted: April 2026