

# Jefferson Township Public Schools

## Student Training & Employment Placement

Dear Parents/ Guardians:

We are excited to include your child in the Jefferson Township Public School District's "STEP" program. The STEP program is designed to introduce high school students with disabilities to workplace skills while beginning the process of transition to post-secondary planning. Students will develop workplace preparedness and functional skills through activities inside and outside the classroom.

Your child will be exposed to a variety of occupations via hands on experience in school, employment oriented trips and job shadowing experiences. Career inventories and formative assessment will be utilized to determine areas of interest and potential placement of individual students. Direct instruction of functional skills will be infused throughout these participatory experiences.

Local businesses will be encouraged to participate in this volunteer program. Each site will be visited to ensure that the employee-volunteer relationship is safe. Your child will have the opportunity to move from site to site to acquire diverse experiences in different fields. Job coaches will assist some students in the initial training process while others will shadow current employees and some may work independently.

In order to maximize the value of your child's experience in this program, we would like to be able to have them participate in vocational and social skills assessments. This will help determine their interests and help match your child to a meaningful vocational experience.

***Let's "STEP" Towards Success!***

