

ETFO OT NEWSLETTER

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MARCH/APRIL 2010

THE PRESIDENT'S REPORT

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Spring is here!! The warm, bright sun is instrumental in adding that extra bounce in each step. Day-to-day issues become easier to address when you take the time to enjoy the improving weather.

As you are aware, we continue to have problems in filling OT positions, particularly in the Intermediate grades. I have appreciated the suggestions that have come my way as a result of my questions posed to members. KPR has been careful to hire OTs only to fill the needs identified. Lately, this has been to access staff that will venture into the Intermediate grades. Despite this agreement when hired, members have adjusted their profiles to eliminate the calls from this division. This has caused problems. First and foremost is that Intermediate classrooms are left without a teacher. Schools are having to reorganize to compensate for this situation. When this happens frequently, the Board is required to act to correct the situation. This frequently results in hiring of additional OTs, reducing the amount of work available for those currently on the list.

I readily admit that there are challenges when working with adolescent students. The success of the day is affected by many circumstances. If you find that a specific class is not worthy of your return, please let me know about it. Human Resources staff has agreed to follow up with school staff to ensure that practices are in place to allow the continuation of learning for the students while the regular teacher is absent. Supports must be in place for the OT to work comfortably. Teaching and Learning staff has recently announced the upcoming workshops to provide practical strategies for working in this division. **(April 21 at CDCI East in Cobourg and April 28 at Clarington Central S.S. Sessions will run from 4:30 to 6:30 at each location.)**

French classes continue to be somewhat difficult to fill as well. The OT Local is, again this year, presenting a workshop to help OTs without a qualifications in this area to cope with French assignments on a day-to-day basis. **Our French workshop is scheduled for Thursday, April 8, at the ETFO Office in Peterborough.** I do hope that we will have a full house at this session!

Please let me know if I can make your work easier for you!

P

Tutoring and Conflict of Interest Guidelines for Members

I've had a number of queries regarding tutoring by members so I'm sharing ETFO's perspective:

ETFO has made public statements opposing the referral of students in publicly funded schools to private education providers. ETFO believes that every student in the public system should have access to the resources, services, and support needed to experience success.

Members are legally able to engage in tutoring on their own time. OTF policies require that a teacher must not tutor their own students for remuneration and that, if agreeing to tutor a student, the student's regular teacher must be consulted.

Guidelines which should be considered:

- Find out if the board has a policy about tutoring and follow it.
- Private tutoring should not take place on school property or during the school day.
- Members should not tutor their own students for financial gain.
- Regular communication should occur with the student's own teacher so as not to work at cross purposes or outside the regular classroom curriculum.
- **Members tutor students at their own risk, and may not be eligible for ETFO support should problems arise from the private tutoring situation.**

We have been finding that attendance at our PD sessions frequently does not match our registrations. If your plans change, please let me know as soon as you can. If a session is over-subscribed, we can offer your space to someone on the waiting list. Materials for workshops and refreshments can be altered to better fit the needs of the participants.

HOW TO REACH YOUR ETFO LOCAL

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COLLECTIVE BARGAINING:

**Contact the office by
Letter, phone or e-mail**

COLLECTIVE AGREEMENT OR JOB RELATED PROBLEMS:

**Contact the office
Immediately. If outside
Business hours, call
ETFO at 1-888-838-
3836.**

**NEWSLETTER
INFORMATION AND
FEEDBACK**

The newsletter will be published 5 times during the year: October, December, February, April and June.

Comments or articles can be forwarded to the Editor at the office or by e-mail to contact@kproccasionals.com

KPR OT WEBSITE:
www.kproccasionals.com



ETFO Online Additional Qualification Courses

ETFO has responded to many calls from members in regions where there were few face-to-face courses offered.

Online courses are:

- flexible and convenient and still provide an exemplary professional learning experience
- make it easier to balance work, professional learning, and family responsibilities
- provide opportunities for shared, collaborative learning
- allow participants to manage their own learning and accountability through self-management skills
- provide extended reflection time resulting in more meaningful learning
- provide excellent classroom resources that may be unavailable locally.

ETFO has worked to make its AQ offerings a superior learning experience by:

- ensuring that AQ course developers embed ETFO beliefs within the course
- having courses developed by educators who appreciate the realities of elementary classrooms
- developing course content that is practical, well-grounded in effective practice, and respects the balance between theory and practice
- respecting the work/life balance of teachers
- reviewing and updating courses regularly to ensure that activities, resources and key concepts remain current.

All this and ETFO courses cost 24% less than courses offered by other providers!

ETFO does recognize that some members prefer a face-to-face setting so will continue to offer current courses in this format. **For more information visit etfo-aq.ca**

Thanks to Gerry Dequetteville for his article in ETFO voice.

Conversation Connection

contributed by Stan Baker

Who would think that listening is one of the most powerful tools in classroom management and in limit setting? It's true. Good listening skills are essential. The Crisis Prevention Institute 1996 has excellent suggestions for limit setting.

1. Avoid personal power struggles
 - a. Don't defend your authority, don't react to personal button pushing, don't issue unenforceable consequences, don't get sidetracked by irrelevant issues.
2. Establish clear, objective limits and enforce consequences
 - a. Explain exactly which behaviour is inappropriate
 - b. Explain why it's inappropriate
 - c. Give reasonable choices and consequences
 - d. Allow time
 - e. Enforce the consequences
3. Listen actively
 - a. Concentrate
 - b. Acknowledge
 - c. Respond
 - d. Empathize

All of these limit setting skills can be learned and practiced by occasional teachers. The use of questions rather than statements make a big difference in a student's reaction or response. Ask what happened rather than asking why did you do this? Ask the student how he/she has affected others. Ask the student what they think they need to do next in order to complete what was being asked.

**SMARTFIND INFO SESSION
And KPR OT LOCAL
ANNUAL GENERAL MEETING**

**WEDNESDAY, MAY 26
ETFO OFFICE, PETERBOROUGH
4:30 p.m.**

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