

**Tokyo International Progressive School**  
**Lifelong Skills Course Outline**  
**2023-2024**  
**Ms. Takeuchi - Room 25**



**COURSE DESCRIPTION**

Lifelong Skills is a prelude to the High School Lifelong Wellness class. Students will be introduced to skills, ideas, and practices that provide academic, social, and emotional support. Students will be able to identify and develop self-awareness, self-management, social awareness, positive relationships, and decision-making skills. Social-emotional learning practices, as well as executive functioning and technology skills, play an important role in this course.

**STUDENT EXPECTATIONS**

For every lesson, students are required to bring their pencil case, water bottle, headphones/earphones, charged laptops, binders, coursework, and any materials needed for their accommodations. Once students enter the room, they are expected to sit quietly and wait for the teacher's instructions. Daily Work will be completed through worksheets and digital assignments posted on Google Classroom.

If a student requires more time to complete their assignments, they must inform the teacher before the deadline with an appropriate reason. If the reasons are legitimate, an extension can be offered and a new due date will be set with the student. Failure to meet this new deadline will result in a zero for the assignment. If students are absent from a class, it is their responsibility to ask the teacher for any missed work or make arrangements.

## EARNING YOUR GRADE

Students' marks will be graded on 6P every lesson, on a score out of 10, and quarterly projects that will be completed across a span of multiple lessons.

<i>Category</i>	<i>Percentage</i>
<u>6P</u> Positive/pleasant/polite behaviors govern how members of the TIPS community are expected to treat each other. Prepared/punctual/productive behaviors guarantee academic success. A mark out of 10 will be awarded to each student for each class.	60%
<u>Project</u> Projects are longer assessments that carry over a series of classes and target the development of skills such as research, organization, group work, and presentation. Students may need to work on parts of the project outside class time.	40%

The 6P criteria are as follows:

<i>Positive/Pleasant/Polite</i>
<ol style="list-style-type: none"><li>1. Do I speak positively about myself, my peers, my teachers, and my school?</li><li>2. Do I always respond positively to adult requests?</li><li>3. Do I look for opportunities to help others succeed?</li><li>4. Do I use good manners?</li><li>5. Am I considerate of the point of view of others?</li><li>6. Am I a courteous and attentive listener?</li><li>7. Do I treat the environment respectfully and gently?</li><li>8. Do I go out of my way to include others in the activity, especially those not part of my circle of friends?</li></ol>
<i>Prepared/Punctual/Productive</i>
<ol style="list-style-type: none"><li>1. Do I bring all the required materials to class?</li><li>2. Am I on time for class and ready to begin work at the bell?</li><li>3. Do I participate fully in all the learning activities?</li><li>4. Am I on task without a teacher's supervision?</li><li>5. Do I work at a challenging level?</li><li>6. Do I find ways to assist my peers in their learning?</li><li>7. Am I supportive of the efforts of my peers in the classroom?</li><li>8. Do I take care of my own health so I am fully engaged in learning?</li></ol>

The grading scale for this course will be following the TIPS/UNHS grading scale:

<i>Letter Grade</i>	<i>Mark Range</i>
A+	98 - 100
A	93 - 97
B+	90 - 92
B	85 - 89
C+	82 - 84
C	77 - 81
D+	74 - 76
D	70 - 73
F	69 or below

**IMPORTANT DATES** (*subject to change throughout the school year*)

<i>Assessment</i>	<i>Date</i>
Quarter 1 Project	Week 10 (October)
Quarter 2 Project	Week 20 (January)
Quarter 3 Project	Week 29 (April)
Quarter 4 Project	Week 40 (June)