



MYRNAM OUTREACH & HOMESCHOOL CENTRE

PROMOTING CHOICE IN EDUCATION

Box 160 Myrnam, Alberta T0B 3K0

Phone 780-366-3801 Fax 780-366-2332

Principal: Mrs. Danielle Eriksen Assistant Principal: Mrs. Alyssa Kalynchuk
Mr. Robert Tymofichuk

Work Experience Student/Employer/School Agreement

A. Student Name: _____

Student Address: _____

Phone: _____ Job Title: _____

B. Business Name: _____

Contact Person: _____

Supervisor(s) (if different from contact): _____

Business Address: _____

Phone: _____

1. Parties to the Agreement:

The Parties to the agreement shall be:

- a) The student named in "A" above and hereafter referred to as "the student worker".
- b) The employer named in "B" above and hereafter referred to as "the employer".
- c) The student's parent(s) or guardian(s) hereafter referred to as "parent(s) or guardian(s)".
- d) New Myrnam School (St. Paul Education Regional Division No. 1) hereafter referred to as "the School and the Board".

2. Employment:

- a) The student worker agrees to enter the employ of the employer and the employer agrees to employ the student worker under the Board's Off-Campus Education Program, subject to the provisions of this agreement and to the rules or rulings which may be made from time to time by the Board or its representatives.
- b) A statement of duties shall be set forth by the employer in conjunction with the school coordinator and the student worker shall agree to perform these duties for the employer.
- c) The employer shall, at the request of the Board or its representatives, evaluate the student on the performance of his or her duties and report on a form supplied by the Board.

d) The employer agrees that participation in this program will in no way affect the tenure or job security of any regular employee currently on staff nor their hiring practices with regard to employees.

3. Salary:

a) If the employer engages the student worker to work outside or in addition to the working times outlined in this agreement, such employment shall be subject to remuneration as provided in the *Employment Standards Act* and regulation or orders made under authorization given by this act.

b) Any remuneration paid by the employer to the student for working times outlined in this agreement, shall be at the discretion of the employer in agreement with the student worker. Such remuneration is not relevant as far as the school is concerned.

4. Insurance:

a) Pursuant to the Workers' Compensation Act of 1982, and regulations or orders made thereunder, the student participating in this program is deemed to be a worker in the Alberta government for the purpose of workers' compensation.

b) In consideration of the Board having arranged for the work experience herein described the undersigned parent or guardian, and if more than one execute this agreement they agree jointly and severally with the Board to indemnify and save harmless the board and its agents and employees with respect to any expenses, costs or liability whatsoever arising out of and damage or injury occurring or alleged to occur in connection with the aforesaid employment, and with respect to any damage or other referred to in 5a hereof.

5. Supervision:

a) It is agreed that, having arranged work experience for the student as herein set out, the Board's only other obligation is to maintain contact with the student worker and the employer to such an extent as the Board deems adequate or feasible and the Board shall not be liable for any damage or other claim arising out of any act of omission of any other party to this agreement.

b) The employer will supervise the student worker and the Board shall keep in contact with the student worker to assist in the educational aspect of the program.

6. Termination:

a) Any party to this agreement may terminate it by giving notice of termination by ordinary mail to the other parties at the addresses shown in the agreement.

7. Effective Period Hours:

This agreement shall be in force from _____, 20____ until

_____, 20____. Working hours are not to exceed those outlined in the “Off-Campus Education Policy” as follows: working hours must be between 7:00 a.m. and 10:00 p.m.

8. Signatures and Agreement

Signature of Student: _____

Date: _____

Signature of Employer: _____

Date: _____

Signature of Board Representative: _____

Date: _____

Signature of Parent or Guardian: _____

Date: _____

Parent Consent

Work Experience is a credit course, which is intended to broaden student knowledge of the working world and provide an opportunity for them to explore, develop and practice skills in a real career environment.

Some expectations for the course are that the student will:

- a) Have an opportunity to participate in meaningful work.
- b) Gain an understanding of the importance of developing acceptable work habits, good grooming, and the need for self-discipline.
- c) Develop an understanding of positive attitudes for getting along with people.
- d) Learn about the organization of business and the relationships of employee to employer, unions and government through direct contact with these agencies.
- e) Maintain “on the job” records such as work schedules, time sheets and inventory (description) of work performed.

I, _____ as a parent/guardian of
_____, hereby consent to my son/daughter/ward
being placed in industry for the purpose of work experience.

I understand there may or may not be remuneration and that the place and time or work experience will be determined in consultation between the student, school coordinator, and employer.

Parent Signature: _____

Address: _____

Phone: _____