



STRUCTURED WORK PLACEMENT

I / We understand:

- Structured Work Placement will be provided during term time for students engaged in study in a number of vocational education subjects. This is an integral part of the course and is therefore mandatory. Other students may apply for placement during vacation periods. Legislation permits 30 days placement in any calendar year.
- That effort, attitude and behaviour will determine eligibility for participation in the structured work placement program. Failure to demonstrate these qualities at school will necessitate exclusion from the program.
- Each placement is activated by an independent broker namely *KPplacements*. Placement currently attracts a fee of \$25 for placements pre-arranged by the parent/student; OR \$40 per placement organised by *KPplacements*. Additional placements will attract a \$35 levy. There may be a small increase in 2020.
- The College holds a WorkCover policy for placement.
- Each participant must retain a daily Log Book. This will be prepared by the College and provided to each student before commencement of placement.
- Log Books, Record Sheets and Placement Reports must be returned to the College in the first week of term after each placement. These will be copied and returned to the student to keep for their own records.
- Placements must be applied for through the College. Some placements may be unobtainable due to Government restriction, work availability, number of students applying, job description not matching subjects being studied and location.

I give permission for my son / daughter to participate in Structured Work Placement and understand the requirements described above.

..... Parent / Guardian

I understand the requirements and privileges participation in Structured Work Placement gives me, and understand that the right to participate may be withdrawn if I do not abide by these conditions.

..... Student

Date / / 20.....

