



SCHOOL DISTRICT NO. 38 (RICHMOND)
7811 Granville Avenue, Richmond, B.C. V6Y 3E3

Original To: Coordinator of Career Programs
Copies To: -Employer
 -Teacher
 -Student

NON-STANDARD WORK-SITE AGREEMENT

A Non-standard Work-Site is defined as a work-site

- a. which has been established solely for the purpose of establishing a venue for work experience or education and would not exist unless students were present.
- b. NOT covered by WCB.

STUDENT INFORMATION		SCHOOL INFORMATION	
Student name:		School name:	
Pen No:	Grade:	Teacher:	
Student address and P.C.:		Address:	P.C.:
Date of Birth:(D/M/Y)		Phone:	Fax:
Guardian:			
Phone:			
SUPERVISING EMPLOYER INFORMATION			
Business:		Phone:	Fax:
Address:		Supervisor:	Position:
PLACEMENT INFORMATION			
Position Name:			
Activity Code:		Business Code:	
Start Date:	End Date:	Working Hours shall be:	
NOTE: NONE OF THE TERMS AND CONDITIONS OF THIS AGREEMENT APPLY BEYOND THE TIMES AND DATES SPECIFIED.(Refer to Condition #2 on reverse.)			
NATURE OF WORK AND SPECIAL ARRANGEMENTS:(Special Time Schedules, etc.)			
(Refer to Conditions #1 and #6 on reverse.)			

SIGNATURES: Contract valid when all signatures are complete

By their signatures, the parties agree to a work experience placement for the Student with the Work Site Employer as set out on the attached terms and conditions on reverse. PLEASE READ CAREFULLY THE ATTACHED TERMS AND CONDITIONS; THIS IS AN IMPORTANT AND LEGALLY BINDING DOCUMENT.

Student Signature	Employer/Supervisor	Supervising Teacher
Date of Signing: _____	Date of Signing: _____	Date of Signing: _____
Parent/Guardian Signature	School Administrator	
Date of Signing: _____	Date of Signing: _____	

IN CASE OF EMERGENCY CONTACT: Parent/Guardian; School Contact; School Administrator or District Career Development Coordinator, Phone 668-6060 Fax: 668-6191 (See Condition #10 on reverse).