



Home of the Bulldogs

WORK EXPERIENCE / WORK STUDY / RAP EDUCATION AGREEMENT

Date _____

A. Name of student: _____
Address: _____
City/Province: _____
Program: _____

Phone: _____
Age: _____
Post Code: _____

B. Name of Company: _____
Address: _____
City/Province: _____
Supervisor's Name: _____

Phone: _____
Fax: _____
Post Code: _____

GENERAL AGREEMENT

The student named in 'A' above shall be employed under a Work Experience / Work Study / RAP Program by which the student shall attend school and work under the arrangements set forth below:

- PERIOD OF AGREEMENT:** This agreement shall be in force from the day of _____ to _____, unless terminated before that date by one of the parties to the agreement.
- PARTIES TO THE AGREEMENT:** The parties to the agreement shall be:
 - the student (with parental endorsement) named in 'A' above.
 - the employer named in 'B' above.
 - the School Board (Work Experience / Work Study / RAP Coordinator).
 - the Parent(s) or guardian(s) of the student named in 'A' above.
- TERMINATION:** Any party hereto may terminate this Agreement prior to completion by giving to the other party hereto written or verbal notice of such termination.
- HOURS OF WORK:** This Agreement is applicable to Community Partnership Education employment during the following times: Monday to Friday inclusive, generally from _____ to _____ on regularly scheduled school days and 7:00 a.m. to 10:00 p.m. weekends and holidays.
- REMUNERATION:** For Work Experience and Work Readiness, remuneration, if any, for the duration of this Agreement, is at the discretion of the Employer and the agreement of the student. Registered Apprenticeship Program students must be paid at least minimum wage.
- DUTIES:** A general statement of duties shall be set forth by the Employer in conjunction with the School Board, outlining education expectations for the student while at the work site. As stated in Appendix A.
- EXPERIENCE:** The Employer understands that the student is inexperienced and that there is no warranty as to his or her qualifications.
- SUPERVISION:**
 - The direct supervision of the student employed under this contract shall be the responsibility of the Employer.
 - The School Board reserves the right to maintain, through the K & E Coordinator, or other staff member, contact with the student on this work position in order to assist in directing the educational aspects of the program.
- WORKER'S COMPENSATION:** Pursuant to the Worker's Compensation Act, Alberta, for purposes of this Agreement, the student is deemed to be a "worker" of the Government of Alberta.
- WORK EVALUATION:** The Employer shall be supplied with a standard form for reporting at regular intervals to the K & E / Work Readiness Coordinator regarding the evaluation of the student.
- RELEASE AND DISCLAIMER:** In consideration of the School Board having arranged for Community Partnership Education herein described, it is agreed that the School Board shall not be liable for any damage, injury or claim whatsoever arising out of any act or omission of the School Board or any other party to this Agreement. The undersigned student and parent(s) or guardian(s) specifically release the School Board and its agents and employees with respect to any and all such liability.
- INDEMNITY:** The undersigned student and parent(s) or guardian(s) agree to indemnify and save harmless the School Board and its agents and employees with respect to any expenses, costs, or liability whatsoever arising out of any damage or injury occurring in or in connection with the aforesaid employment. The School Board shall indemnify and hold harmless the Employer, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise out of the negligent acts or omissions of the School Board, its employees, students, or agents in their performance of this Agreement, unless such negligent acts or omissions are at the direction of or occasioned by the Employer, its employees or agents.
- INSURANCE:** The Employer confirms that the student is covered in the same manner as other employees under valid general liability, and automobile insurance policies. If coverage under the Employer policy cannot be extended to the student due to the terms of the Employer's insurance, the Employer shall immediately notify the School Board.
- FULL-TIME EMPLOYEE TENURE:** The Employer named in 'B' above agrees that his/her participation in this program will in no way affect the tenure of any regular full-time employee now on his staff, nor his hiring practices in regard to full-time employees.
- EMPLOYMENT OUTSIDE THE PROGRAM:** In the event the student shall be employed by the Employer outside the scope of this Agreement, the Employer and the employee are subject to the Employment Standards Code of Alberta, Alberta Labour Relations Code, the Worker's Compensation Act of Alberta, and the regulations and orders thereunder.

THE PARTIES INVOLVED HEREBY ACKNOWLEDGE THAT EACH OF THEM HAS READ AND UNDERSTOOD THE TERMS OF THIS AGREEMENT. THIS FORM MUST BE SIGNED BY THE EMPLOYER. PARENTAL SIGNATURE IS NOT REQUIRED IF STUDENT IS 16 YEARS OF AGE OR OLDER.

Employer

Parent(s) or Guardian(s)

Off-Campus Coordinator

Student