

OFF CAMPUS EDUCATION/CAREER TRANSITIONS AGREEMENT FORM



EDMONTON CATHOLIC SCHOOLS

Name of Student/Worker (herein called "the student")

Age

Alberta Learning Number

Address of Student/Worker

email

Home Telephone #

cell #

Name of Company (herein called the "employer")

Name of Employment Supervisor

Address of Company

email

Postal Code

Telephone #

Fax Number

St. Oscar Romero School

Name of School

Al Cairo

Name of Teacher-Coordinator

Work Experience 35

Program Area

Student Job Title

The Edmonton Catholic School District (herein called the "Board") has approved an Off Campus program for students in its schools pursuant to section 37 of the Alberta "School Act, S.A., 1988, C.S-3.1, and amendments thereto."

The student agrees to attend school and be employed by the employer for the purpose of an Off Campus program.

The employer agrees to employ the student for the purpose of an Off Campus program and provide safe working conditions at the work site.

The employer, student, and school have agreed to participate in the said Off Campus program on the terms and conditions herein set forth.

The undersigned parent or guardian, employer, school (teacher-coordinator) and student understand the guidelines of the Off Campus program and hereby consent to all the terms and conditions of this agreement.

In the event that the student shall be employed by the employer outside the scope of this Off Campus agreement, they are both subject to the Employment Standards Code, Alberta Labour Relations Code, Workers' Compensation Act, and the regulations and orders thereunder.

Hours and Period of Agreement:

This agreement shall be in force from _____, 20__ to _____, 20__. Working hours shall generally be between 7 a.m. and 10 p.m., Monday through Sunday, align with the Employment Standards Regulation (Part 5). Young persons enrolled in an off-campus learning experience work no more than 8 hours in a work day.

Duties: A general statement of duties shall be set forth by the employer in conjunction with the school, outlining learner expectations for the student while at the work site.

Supervision: Direct supervision of the student employed under this agreement shall be vested in the employer. The employer agrees at all times to permit the Board or its representatives access to the employment site and student for the purpose of assisting the educational aspect of the program.

Evaluation: The employer shall, at the request of the Board or its representatives, evaluate the student on the performance of his/her duties and report such on a form supplied by the Board.

Remuneration: The student is exempt from the requirements of the Minimum Wage Act and any regulations made thereunder, during the hours and time period dedicated to his/her Off Campus program. The student shall be given an honorarium of _____.

Employee Tenure: 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.

Workers' Compensation: For the purpose of the Workers' Compensation Act 1981, and regulations or Orders-in-Council made thereunder, the student participating in this program is deemed to be a worker of the Government of the Province of Alberta.

Insurance: The Board maintains insurance with respect to its liability and that of its staff and students participating in this program.

Indemnity: As a result of the Board having arranged for this Off Campus program, at the request of the undersigned parent (s) or guardian (s), and by virtue of employment with the undersigned employer, both the parent (s) or guardian (s) and the employer agree to indemnify and save harmless the Board regarding any claims of any sort, together with the cost and expenses related to such claim, that may be brought by the student or on behalf of the student, for any injury, loss, damage, expense or costs sustained or alleged to have been sustained by the said student as a result of participation in this Off Campus program.

Termination: Any party hereto may terminate this agreement at any time with written notice to all parties involved.

Signature of Student

Signature of Parent/Guardian

Signature of Employer

Signature of Edmonton Catholic School District Representative

Date

White – School Canary – Student Pink – Employer