

Between: Elk Island School district #41 (The "Division" and the undersigned "Employer", "Student", and "Parent/Legal Guardian."

"Whereas the Student agrees to be employed and the Employer agrees to employ the Student as part of the "Off Campus Program" ("The Program"), the parties agree to be bound by the following terms and conditions of the Agreement".

Student's Name _____	Parent or Guardian Name _____
Address _____	Student/Parent/Guardian Telephone (Home) _____
City/Postal Code _____	Student/Parent/Guardian Telephone (Work) _____
School _____	Off-Campus Program _____ Hours _____
School Contact _____ Kevin Elliot _____	Telephone _____ Fax _____
Name of Employer _____	Supervision Officer _____
Company Address _____	Telephone _____ Fax: _____

General Terms

- This agreement shall be in force from _____ (Program Start Date) to _____ (Program End Date), unless terminated earlier in accordance with this Agreement.
- Any Party may terminate this Agreement prior to completion by giving to the other parties notice of such termination. Such notice shall be effective on the date of delivery of such notice.
- Protection from Liability:** In consideration of the Division having arranged for the Program with the Employer, it is agreed by the Student and the Parent/Guardian that neither the Division nor the Employer shall be liable for any damage or injury or claim whatsoever arising out of the Program, employment provided hereunder by the Employer for the Student, or any act or omission of the Division or any other party to this Agreement. The undersigned Student and Parent/Guardian hereby release the Division, the employer, and their corporate affiliates, officers, directors, agents, and employees from any such liability.
The undersigned Student and Parent/Guardian agree to indemnify and save harmless the Division and the Employer and its corporate affiliates with respect to any expenses, costs or liability whatsoever arising out of any damage or injury occurring in or in connection with employment provided hereunder for the Student.
- Important Information:** The Student is considered to be a "worker" of the Government of Alberta for purposes of Worker's Compensation while working under this agreement and the Division shall ensure that proper coverage is in place for the Student in this respect for the duration of the Program between 7:00 am and 10:00 pm. The hours of work for the Student and a Student Learning Plan shall be determined mutually by the Student, the Employer and the Off-Campus Coordinator at a time early in the program.

B. Student's Obligations

- Work Diligently:** The Student will diligently perform work for the Employer according to the Student Learning Plan.
- Follow Rules:** The Student agrees to follow the instructions of the Employer and obey all of the Employer's safety regulations and rules. The Student must also comply with any Division policies or rules applicable to the Program.

C. Employer's Obligations

- Supervision:** The Employer will directly supervise the work of the Student according to the Student Learning Plan during the work periods.
- Access:** The Employer will allow the Division representatives access to the employment site and Student at all times.
- Safety:** The Employer will ensure that the Student is provided with safe working conditions and is not exposed to any unreasonable or unlawful risk or dangers on the work site. The Employer confirms that the work site is in compliance with all applicable legislation, including but not limited to, the Employment Standards Code, the Labour Relations Code, the Occupational Health and Safety Act, the Labour Act (Canada), Workplace Hazardous Materials Information System guidelines, and local and provincial health, safety and building standards.
- Assessment:** The Employer will provide information relating to the Student's work performance and complete any related documentation provided by the Division for the purpose.
- The Employer understands that the Student is inexperienced and that there is no warranty as to his or her qualifications.
- Protection for Other Employees:** The Employer will not allow the student's employment to affect the job security of any of its full-time employees or the availability of full-time employment for other persons.
- Insurance:** The Employer confirms that the student is covered in the same manner as other employees under valid general liability and automobile insurance policies.

D. Division Obligations

- Approval of Program:** Division staff is responsible for planning and approving the student's Off-Campus program including the specific knowledge skills and attitudes the student is to acquire based upon the learning plan.
- Evaluation:** Division staff will evaluate the knowledge, skills and attitudes the student acquires to determine if the awarding of credits will be recommended.
- The Board maintains insurance with respect to its liability and that of the Student under this program. The Employer has the right to inspect the policy.

SIGNATURES

Employer _____	Student _____
Teacher/Coordinator _____	Parent or Guardian of Student _____

Please Provide Copies: 1. – Division 2. – Employer 3. – Student & Parent / Guardian

