



WORK EXPERIENCE APPLICATION FORM

Heading in the Right Direction

- 1) Application form to Mrs Stanton C8
- 2) Complete prerequisites ie white card, behaviour, safety.
- 3) You will be contacted via student notices for your Work Experience Agreement.
- 4) Meet employer to discuss expectations and sign Work Experience Agreement.
- 5) Attend work experience (1 day per week for 4 weeks).
- 6) Thank you letter to host employer.

It is YOUR responsibility to catch up the work missed.

Name: _____

Form Class: _____

Emergency Contact : _____

Phone No: _____

Date of Birth: ____ / ____ / ____

Do you have white card: Yes No

Card Number: _____

(A white card is essential for electrical and construction placements)

I am interested in the following industries in order of preference:-

1. _____

3. _____

2. _____

4. _____

IF YOU ARE REQUESTING WORK EXPERIENCE OUTSIDE OF BOWEN FILL IN THE BELOW
(School Holidays only)

Details:

Name of Business: _____ Contact Name: _____

Contact Number: _____

Address: _____

I _____ (parent's name) support my child in undertaking this work experience program and will ensure he/she keeps up to date with all work missed during the placement.



Parent Signature: _____

PLEASE NOTE: This form must be returned to Mrs Stanton C8 which will be collated into a folder in order of return. Parents are asked to please not contact any employer as some businesses are not willing to take on work experience, some businesses have particular procedures and some areas of industry are popular hence a waiting list. Students are placed in order of applications returned and order of preference businesses. All students attending volunteer work or work experience including after school and school holidays must be in possession of a work experience agreement for insurance purposes.