



# Take Our Kids to Work™

THE LEARNING PARTNERSHIP



**WEDNESDAY, NOVEMBER 14, 2018**

Step into your future for a day!



**#KidsToWork**  
[thelearningpartnership.ca/TOKW](http://thelearningpartnership.ca/TOKW)

## What is Take Our Kids to Work Day?

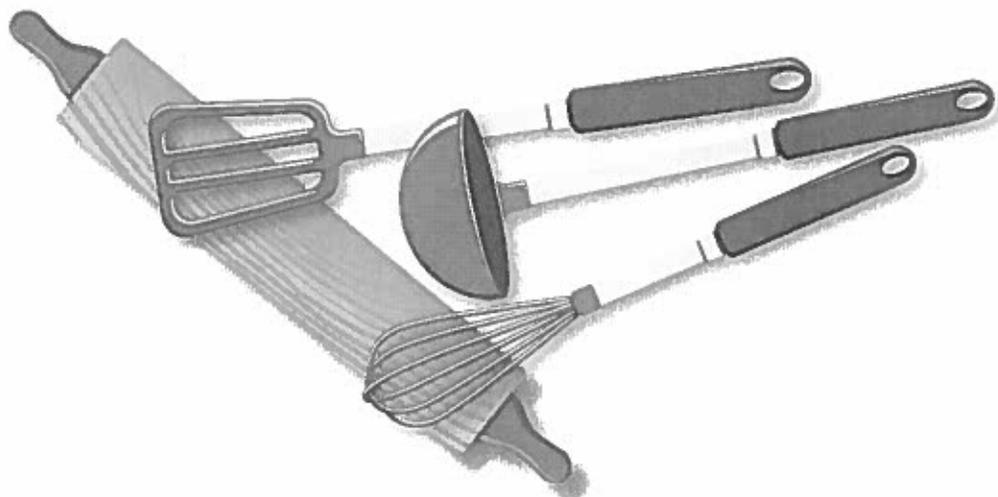
Launched in 1994 by The Learning Partnership, Take Our Kids to Work Day is the most recognized career exploration event in Canada. This year, Take Our Kids to Work Day will take place on Wednesday, November 14<sup>th</sup>.

Take Our Kids to Work Day is an experiential learning opportunity for Grade 9, Senior 1 (Manitoba), and Secondary III (Quebec) students across Canada. Students spend the day at the workplace of a parent, relative, friend, or volunteer host. Through Take Our Kids to Work Day, students are able to witness the world of work firsthand, prompting early career planning, and enabling students to make informed decisions pertaining to their future goals and endeavours. By participating in Take Our Kids to Work Day, students are able to learn about a variety of careers, industries, and sectors.



## About The Learning Partnership:

The Learning Partnership is a Canadian charity that prepares students to thrive in a diverse, connected and changing world. We leverage the best thinking from educators, business, and government to deliver experiential programs for students that cultivate entrepreneurial thinking and support social emotional learning. Since 1993, we have been helping build the foundations for students to solve tomorrow's challenges. For more information, please visit [thelearningpartnership.ca](http://thelearningpartnership.ca).



# Health, Safety, Liability:



## Safety recommendations:

The Learning Partnership convened a committee of experts to conduct a study and advise on safety for participants in Take Our Kids to Work Day. The Learning Partnership was one of several participants in the study. The Expert Safety Panel members were drawn from industrial partners of The Learning Partnership, and from organizations with acknowledged expertise in workplace safety and education.

These recommendations are based on the findings of the Expert Safety Panel. As stakeholders in Take Our Kids to Work Day, we continue to be guided by all of the Expert Safety Panel's recommendations and we encourage the workplaces with whom we partner to adopt the recommendations applicable to their involvement in Take Our Kids to Work Day.

- Communicate the importance of health and safety through a variety of channels to accommodate different learning styles.
- Enlist workplace health and safety experts to review the content and context of all materials produced for Take Our Kids to Work Day.
- Develop informed consent forms that contain workplace health and safety messaging, signed by students and parents.
- Encourage all participants in Take Our Kids to Work Day to commit themselves to a safe day. Include on forms a section demonstrating that students have read and discussed materials on health and workplace safety before participating.
- Begin Take Our Kids to Work Day at each employer with mandatory workplace orientations that focus on health and safety issues relevant to that environment. Workplaces should use the expertise of their Health and Safety personnel to assist with the orientation if possible. Where appropriate, there should also be a student Health and Safety representative for the day.
- Encourage participants to adopt a zero tolerance policy for ignoring health and safety guidelines communicated in program material.
- Supervise student participants all day while they are at the workplace site. The student supervisor should be a competent individual and there should be a set ratio of the number of students to each supervisor that is appropriate for each workplace.
- Allow students to undertake only those tasks and experiences for which they have been properly oriented.
- Encourage workplaces to create an environment where students feel free—in fact, encouraged—to speak about health and safety concerns, ask questions, and comment on situations they observed during the day. Workplaces should conduct an annual inspection prior to Take Our Kids to Work Day with a view to youth workplace safety.

## The Learning Partnership Liability Information:

Take Our Kids to Work Day is an educational event provided by employers for Grade 9 students across Canada. The Learning Partnership is pleased to provide suggestions to educators or employers for planning and preparation, including health and safety preparation, in anticipation of Take Our Kids to Work Day. However, The Learning Partnership does not arrange or monitor activities or programs that are provided by employers as part of Take Our Kids to Work Day, nor does it provide specific health and safety training to employers or students. As such, employer and student participants in Take Our Kids to Work Day acknowledge and agree that participation in Take Our Kids to Work Day is completely voluntary and employer and student participants acknowledge and accept all risks of participation and assume full responsibility for all such risks to themselves and/or liability to others.

The Learning Partnership is not liable for damages arising from any and all actions, claims, demands, obligations, causes of actions, costs, expenses, and compensation of any kind on account of or in any way arising out of, or which in the future may result from, negligence of other people, including other participants, participation in Take Our Kids to Work Day or in conjunction with Take Our Kids to Work Day.

# Parent/Guardian Consent Form:



## We need your consent

To be completed and signed by a parent or guardian and student, then returned to the school.

To the Parent/Guardian: Your child has the right and responsibility to have a safe and educational workplace visit. Health and Safety education is an important element of this program. Review this form with your child and sign below. If you have additional questions about safety, contact the school or the workplace.



Student's name: ..... Teacher's name: .....

My child has my permission to participate in this program.

- My child may be photographed, interviewed or videotaped on Take Our Kids to Work day by the workplace or by The Learning Partnership for the purpose of promotion, advertising and public relations purposes related to Take Our Kids to Work Day.
- The workplace is aware that my child will be visiting on Wednesday, November 14, 2018, between the hours of \_\_\_\_\_ and \_\_\_\_\_. We have discussed lunch arrangements and appropriate clothing/safety attire.

Parent's name: ..... Workplace name: .....

Telephone: .....

Address: .....

OR

My child will accompany a: (check one)

- relative       friend       community host

Contact's name: ..... Telephone: .....

Workplace name: .....

- A colleague at my workplace would be willing to host another student in need of a placement.

Colleague's name: ..... Telephone: .....

### Elements of risk

All experiential learning programs, such as field trips, cooperative education, job shadowing and Take Our Kids to Work participation, involve certain elements of risk. Injuries may occur while participating in this activity without any fault of the student, the school board, or the host employer. By allowing your child to take part in this activity, you are accepting the risk that your child may be injured.

I understand that there are risks associated with my child visiting a workplace and I have reviewed the Elements of risk section above with my child.

Parent/Guardian signature: ..... Date: .....

Student signature: ..... Date: .....