



# Take Our Kids to Work™

THE LEARNING PARTNERSHIP



WEDNESDAY, NOVEMBER 14, 2018

Step into your future for a day!

National Program Partner:



Foundation

#KidsToWork

[thelearningpartnership.ca/TOKW](http://thelearningpartnership.ca/TOKW)

**Family Guide**

## What is Take Our Kids to Work Day?

Launched in 1994, Take Our Kids to Work Day is the most recognized career exploration event in Canada. Developed by The Learning Partnership, the annual event occurs in November each year.

On Wednesday, November 14<sup>th</sup>, 2018, Grade 9, Senior 1 (Manitoba), and Secondary III (Quebec) students across Canada will spend the day at the workplace of a parent, relative, friend or volunteer host.

## Where can students go for the day?

Parents/guardians are encouraged to invite their children to join them at work, but if this is not possible, there are other ways for your child to participate:

- Ask a relative, neighbour, or family friend to take your child to work.
- Ask another parent, such as a parent of your child's friend who is taking their child to work, if your child can join them for the day.
- Contact your child's school and inquire if they can assist you with finding a suitable placement.
- Contact local businesses and ask if they are participating in Take Our Kids to Work day. Inquire if someone within their organization would be willing to host your child, providing you make the necessary transportation arrangements.

## How can I create an exciting day for students?

Speak with your HR department. Some workplaces plan larger events or have multiple employees bringing students to work. Register on our website to access resources to help plan a great Take Our Kids to Work Day!

## How do I ensure student safety?

It is essential that both students and parents receive information about health and safety prior to their workplace visit. Parents need to be aware of the work that their children are engaging in on this day and ask questions about the health and safety provisions.

Consult with your organization's health and safety committee to advise in preparation for November 14<sup>th</sup>. Links to other organizations with workplace health and safety expertise and materials can be accessed through [thelearningpartnership.ca/tokw](http://thelearningpartnership.ca/tokw)

## What happens after November 14<sup>th</sup>?

- Encourage your child to write thank you notes to those they worked with.
- Look for opportunities that may further build on what students have learned.
- Follow-up on whether the experience sparked future career plans.

## Are there any other resources students can use?

**Real Talk** - Real Talk helps students make better choices about their post-secondary options by offering them peer-to-peer perspectives, tips and advice from young people who have recently made the school-to-work transition – visit [realtalk.careers](http://realtalk.careers)

**Virtual reality workplace experiences** - These videos let students explore a range of work environments and meet employees who share insights on their jobs. They are available for free on YouTube and compatible with most virtual reality headsets - visit [vrworkplaces.ca](http://vrworkplaces.ca)

## We need your consent

**To be completed and signed by a parent/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:.....