

Terms and Conditions for Youth in Policing Cooperative Education Program

Youth in Policing Cooperative Education begins Tuesday June 30 at 8:30AM and ends Wednesday, Aug. 5, 2009

- Students are **paid** (July 6 – August 5) during the Youth In Policing cooperative education program
- Students are responsible for **transportation to and from** the placement
- Students **attend the placement full days each day**, for a minimum of 8 hours daily or 40 hours weekly.
- Students **must complete the application form** - incomplete forms will not be considered
- Students will be contacted at home phone number by the cooperative education teacher
- Students will be **required to attend all days for the Pre-placement sessions**. Absence may mean that your start date at the placement is delayed or cancelled.
- Students will be required to **complete assignments during the placement component**.
- Durham Regional Police Services will complete Criminal Background Checks prior to final acceptance to this program
- The **cooperative education teacher may be required to provide pertinent information** about the student to a perspective placement.
- Students are **reminded not to drive any motorized vehicles (ATV, seadoo, car, truck, boat, etc)** while attending the placement.
- Student may be **required to wear personal protective equipment** and may be removed from the placement if they fail to comply with the rules.
- Students must **maintain strict confidentiality** regarding matters at the placement
- Theft, vandalism or crimes are grounds for **termination of the placement** and/or removal from the program with loss of credits and/or possible further action under the law.
- If the supervisor terminates the placement, **you may be asked to leave the program** with the possible loss of credits.
- Students must attend the placement as agreed upon and outlined on the Work Education Agreement.
- Students must **report all absences with reasons to the placement and to the cooperative education teacher** at the beginning of each day.
- **Medical appointments, family vacations and part time jobs must be scheduled at times** that do not interfere with attendance at pre-placement sessions or the placement.
- **Credits are earned based on the achievement of expectations** related to Navigating the Workplace and attendance for the required amount of time at the placement. All assignments and expectations must be completed by the last date of the program as the Cooperative Education teacher will not be available after the final date of the program.
- If you have a medical condition that may affect the placement, students must disclose this information to the cooperative education teacher.
- Students **must observe all health and safety regulations at the placement**, and report any health and safety concerns immediately to the cooperative education teacher.
- Students will be **provided with Workplace Safety and Insurance (WSIB)** by the Ministry of Education while attending the cooperative education placement.

I understand that I can be removed from the Youth in Policing Cooperative Education program with loss of credits, if I am unable to meet the program requirements in either the classroom component or the placement component.

I have read the schedule for Summer School and am aware of the start and end dates for this accelerated summer school course. I am aware I will earn two credits upon successful completion of the course.

I agree to the above terms as indicated by my signature

Student Signature: _____ Date: _____

I understand that my daughter/son is enrolling in a Youth in Policing Summer School Cooperative Education program which will involve substantial time at a placement within the Durham Regional Police Services. The students will be paid during the cooperative education program. I understand that my daughter/son must adhere to the above terms.

Parent/Guardian Signature: _____ Date: _____

Return completed application package to the Guidance Department at your school.

Contact: Summer School Coordinator Phone 905-436-3211 Voice Mail 7312
Guidance Department will forward application package to Durham Continuing Education FAX: 905-436-1780