

Wednesday 1 February 2017

Dear Parents, Guardians and students

As you would be aware your child is taking part in the ONSITE program this year. Prior to commencing their work placement all students are required to attend an induction. The induction will take place on Monday 13 February during periods 5 & 6 in the CASS.

The induction process provides the students with specific and important information about safety in the workplace and what we (the College), ONSITE and the employer require of the students whilst taking part in work place learning.

Part of the induction process also requires parents to attend a short 15 minute session with their child. There will be two sessions available on the evening of Monday 13 February. The first at 5:15pm and the second at 7:15pm. Please be aware the Year 11 & 12 Parent information evening is also on the same evening starting at 6:00pm in the CASS. ONSITE parent/student Induction sessions are scheduled to assist parents to attend around the 11/12 Parent Information Night.

The induction sessions are compulsory and **MUST** be attended by the student and a parent. In order to make the best effort at helping students to work safely **NO** student can start in the workplace until both parties have attended the Induction.

Should you have any questions please do not hesitate to contact me at the College.

Regards

Craig Rodgers

Head of VET