

## Administrative Procedure 229

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### WORK EXPERIENCE EDUCATION

#### Background

The Division believes that Work Experience Education is an important element of the Program of Studies offered to our students.

#### Procedures

1. The principal, in consultation with staff members, shall determine and document the need for such a program.
2. A thorough information program shall be in place for informing parents, the community, and affected businesses or agencies about the program.
3. Adequate supervisory procedures shall be in place for all students involved in the program.
4. Schools shall adhere to procedures and regulations as specified in the most current Work Experience curriculum guide and Division protocols.
5. The superintendent responsible for curriculum shall review and approve such programming.

Reference: Section 85, 87, 109, 175, *The Education Act, 1995*  
*Workers' Compensation Act*  
Career and Work Exploration Curriculum Guide (10, 20, A30, B20)  
A Practical and Applied Art 2002  
Workers' Compensation Form E-1  
Workers' Compensation Form W-1

*Approved: May 12, 2014*