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| **WORK EXPERIENCE PARTNERSHIP AGREEMENT FORM** |
| **To be completed by student, parent, and placement provider and returned to Mrs Balaghan as soon as possible, no later than 31st January 2022** |

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| **STUDENT CONSENT** I agree to participate in the work experience scheme and confirm that I have read and understood this form. I will not disclose any information confidential to the employer, which I obtain during this period of work experience. I will obey all safety security and other instructions given by the employer.  I will also follow all instructions given to me by the employer regarding COVID-19 measures that are in place at the work place. |
| **PUPIL NAME (printed): FORM:** |
| **DATE OF BIRTH:** |
| **Signed:** |

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| **PARENT CONSENT** As parent of the learner I confirm that I have read the placement details and I am willing for him/her to participate in work experience with the employer for the agreed period of time. |
| ***Please tick either A or B and C or D*** |
| 1. He/she does not have any medical condition which could result in an unnecessary risk to his/her health or safety or to the safety of another person. |
| 1. He/she has a medical condition about which **I have attached details** that should be given to the employer. |
| 1. He/she does not have any special educational needs that should be conveyed to the employer |
| 1. He/she has special educational needs about which **I have attached details** that should be given to the employer. |
| **I confirm that he/she must make their own arrangements for travel to and from the placement and that if he/she leaves the employer’s premises during lunch break periods, no liability can be accepted by the employer or the School for any incident that may occur. I shall discuss the arrangements for lunch and break periods with my child and make sure they are suitable.** |
| **Signed:** |
| **Name (printed):**  **Date:** |

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| **EMPLOYER CONSENT – This section must be completed in full.** |
| COMPANY NAME: |
| CONTACT NAME (including title): |
| ADDRESS: |
| POST CODE |
| TELEPHONE NO: MOBILE: |
| EMAIL OF NAMED CONTACT:  ALTERNATIVE EMAIL (in case of a change of contact person): |
| TYPE OF WORK EXPERIENCE BEING OFFERED (Job title / brief description of tasks):  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| As a representative of the above employer I agree to the pupil named above working on my premises in accordance with the Letter of Understanding and acknowledge my responsibilities under the Health and Safety at Work Act. The pupil’s age and inexperience will be taken into account when agreeing tasks, and I understand that the pupil must not undertake prohibited activities. |
| **Work Experience Week: (please tick)** |
| 4th April – 8th April 2022 |
| **I also sign to confirm that:** |
| **I HAVE EMPLOYERS AND PUBLIC LIABILITY INSURANCE: Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **PUBILIC LIABILITY INSURANCE NO: No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **I HAVE CHECKED THE PUPIL IS COVERED BY THIS INSURANCE: Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **I HAVE CARRIED OUT A RISK ASSESSMENT FOR THE YOUNG PERSON ON WORK EXPERIENCE:**  **Sign\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| **Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name (printed)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |

Do you as a Company require your employees to have an enhanced DBS check? **YES/NO**

Murray Park School shares a commitment to safeguard and promote the welfare of children and young people. Our commitment is underpinned by robust processes and procedures that seek to maximise opportunity, minimise risk and continuously promote a culture that embraces the ethos of safeguarding amongst our workforce.