



## **SUPERVISED ALTERNATIVE LEARNING Employer Agreement**

Under the *Education Act*, youth must attend school until the age of eighteen, and employers are prohibited from employing youth during school hours. However, youth who are fourteen to seventeen years of age may be excused from school to attend Supervised Alternative Learning programs, which may include employment (*Ontario Regulation 374/10, "Supervised Alternative Learning and Other Excusals from Attendance at School"*).

Completion of this employer agreement confirms your interest in offering employment to the undersigned student and your willingness to adhere to the guidelines specified below under "Agreement". This form will be included in the student's application for Supervised Alternative Learning (SAL).

### **Student Information**

Name: \_\_\_\_\_  
(first name) (middle name) (last name)

Address: \_\_\_\_\_ City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

School: \_\_\_\_\_ Grade/Level: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Name of Primary Contact: \_\_\_\_\_ Telephone: \_\_\_\_\_

### **Employer Information**

Name of Business: \_\_\_\_\_

Address of Business: \_\_\_\_\_

Business Telephone: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Name of Supervisor: \_\_\_\_\_

Email Address of Supervisor: \_\_\_\_\_

Brief Description of Job: \_\_\_\_\_

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## Employment Conditions

Hours per Day: \_\_\_\_\_ Days per Week: \_\_\_\_\_

Rate of Pay: \_\_\_\_\_ Starting Date: \_\_\_\_\_

Duration of Employment: \_\_\_\_\_

## Agreement

If the SAL Committee approves the student's application for SAL, the employer will be notified that the student is permitted to be employed. If the student's work placement in SAL is approved, the employer agrees to the following:

- A visit by board staff will be made to confirm the safety of the proposed work and workplace.
- Contact will be allowed between the primary contact (identified in the approved letter) and the above-named student during work hours. The primary contact will arrange the contact time with the employer.
- The employer will inform the primary contact by telephone within five school days of the end of employment of the above-named student.

The employer and the student will be given final confirmation by the school board. The employer will receive a letter from the board or school specifying the conditions of the student's placement, and that letter will provide the documentation allowing the student to be legally employed during school hours.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Primary Contact Signature

\_\_\_\_\_  
Date