

**Royal Bay Secondary School**

**WORK EXPERIENCE 12B - Orientation Student Package**

I, \_\_\_\_\_ (Student Name, printed) \_\_\_\_\_ (Student Cell Phone)  
 \_\_\_\_\_ (Student e-mail address)

has successfully completed Work Experience 12A and demonstrated the following:

- résumé writing
- workplace ethics and etiquette
- workplace safety
- job interview skills
- workplace injury prevention
- self-evaluation and reflection

I also understand the course requirements include:

- Work Experience 12B Orientation
- Work Experience Placement Agreement & Training Plan
- Work Experience Time Log and Journal
- Employer Evaluation
- Written Assignments - WEX 12B (Employment Standards and Human Rights)

New skills and equipment I will be mastering at my worksite are:

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_____ (Student Signature)	_____ (Date of Orientation)
_____ (Teacher Signature)	_____ (Date of Orientation)
_____ (Parent/Guardian Signature)	_____ (Date of Review)

