

# Year 8 Take Your Daughter to Work Day

## PERMISSION AND CONFIRMATION OF THE ARRANGEMENTS

To be completed and retained by:

- To the school office.
- To the Organisation please.
- The Parent/Carer

I give permission for my daughter to take part and take responsibility for her during the day.

Name of student..... Form.....

She will be going to work with parent/family friend to the employer below on Thursday 26<sup>th</sup> April 2018.

Organisation Name.....
Address.....
.....
Landline.....
Mobile.....
Email.....

Name of the person with whom she will spend the day.....
Relationship.....
Name of employer/company name .....
Emergency contact telephone number on the day .....
Position/Jobtitle.....

Any relevant information regarding special needs that the company may need to know:.....  
.....  
.....

**TERMS AND CONDITIONS**

The student will travel to and from work with parent/family friend

The student will be covered by organisations Insurance as a visitor for the day

The student will be covered by “Health and Safety” practices of the organisation. The student (as with any visitor) will be given a Health and Safety briefing at the start of the visit.

Parent’s signature.....

Person accompanying student, if different.....

Employer’s signature.....

**OR**

I have been unable to arrange a placement with either myself or a friend. My daughter will attend school on this date.

Parent’s signature.....

**PLEASE RETURN THIS FORM TO THE SCHOOL OFFICE AS SOON AS POSSIBLE BUT NO LATER THAN WEDNESDAY 10<sup>TH</sup> JANUARY 2018. THANK YOU.**