



Work Experience Dept.

Safety Orientation Checklist



Chilliwack School District

Employers and Work Experience students are reminded that they are required to complete a workplace health & safety orientation for ALL placements. Please review and complete the following safety checklist. Students MUST submit this form to receive credit for their hours.

STUDENT: _____ SUPERVISOR: _____

EMPLOYER: _____ WORK DATES: _____

SITE SAFETY CHECKLIST (To be completed by the STUDENT and EMPLOYER)

- Name & contact information of student's immediate supervisor was provided
- General responsibility of employer to provide a safe work environment was discussed
- Employee's responsibility to report unsafe conditions was reviewed
- The student's right to refuse unsafe work (*Worksafe BC Regulation 3.12*) was reviewed
- Specific workplace health & safety rules at the Work Experience site were discussed
- Hazards to which the student may be exposed were identified (*e.g. poor air quality, high noise levels, etc.*)
- Procedures for working alone or in isolation were reviewed
- Measures for prevention and/or reporting workplace violence, harassment or bullying were taken
- Personal Protective Equipment was provided (*if applicable*)
- Locations of first aid facilities and fire safety equipment were identified
- Emergency protocols, including locations of safety exits and meeting points, were clearly explained
- Special instruction for any hazardous work tasks or use of WHMIS-controlled products was provided
- Overview of employer's Safety Policy, including contact information of health & safety rep. was provided

STUDENT REFLECTION EXERCISE (To be completed by the WORK EXPERIENCE STUDENT)

1. What are some potential hazards at this type of work site?

2. How would you assess the level of risk in this kind of work setting? (Please check one)

LOW

MEDIUM

HIGH

3. What types of work might you be interested in pursuing as your next placement/job?

Please sign to indicate that these training topics have been discussed and/or demonstrated:

Student Signature

Supervisor Signature

In the unlikely event that a student is injured on your job site, please contact:

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