

TAKE OUR KIDS TO WORK DAY™

Wednesday, November 14th, 2018

The “Take Our Kids to Work” day is a popular and rewarding program which allows Grade 9 students to shadow a parent, relative or friend, and experience a day in the life of an adult at work. Students get a first-hand look at activities, skills and career choices in today’s workplace, as well as an appreciation of their parents’ work lives.

Safety First! The safety of our young visitors is a top priority. Unless they are in a public area at the College, please ensure that Grade 9 students in work areas are accompanied at all times by an adult who knows how to deal with the specific hazards in that area.

Humber has prepared some guidelines to help parents, supervisors and managers make this learning experience a safe one:

- ❖ **Parents and sponsors, please let your manager know** well in advance that you will be bringing a student to the workplace, and agree on which areas the student can access and which activities the student will take part in. If your child is participating in Humber’s TOKTW Events, they will be supervised by designated employees.
- ❖ **Check out the workplace** ahead of time for potential safety issues particularly from a youth perspective. Maintain a high level of housekeeping.
- ❖ **On the day of:**
 - **Provide** students with an orientation that highlights health, safety and security. Tour the workplace and explain the types of hazards and the safety procedures that apply, including those for preventing workplace violence and harassment.
 - **Allow** students to undertake tasks and experiences in environments that are safe, and ensure that they follow all safety rules.
 - **Ensure** that students are provided with and that they wear any required personal protective equipment (e.g. safety glasses, gloves, hearing protection, footwear).
 - **Students** must not be allowed to operate motorized equipment or higher risk machinery or equipment. Accompany or closely supervise them at all times.
 - **Encourage** students to ask questions, speak about health and safety concerns, and comment on situations they observe throughout the day.

Here’s to an enjoyable learning experience for students and their parents/sponsors!

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