

Field Placement Student



Student Name: _____
Start Date of Placement: _____
End Date of Placement: _____
Supervisor Name: _____

STUDENT HEALTH & SAFETY ORIENTATION

Learning Services and the Supervisor (Principal or Vice Principal) of the co-op student will jointly complete this checklist to ensure Occupational Health & Safety requirements are met before work begins.

This documentation will be retained by the WCDSB to confirm training has been completed by the student.

Health & Safety Training on the WCDSB website:

1. Overview of Health & Safety Process and Procedures Presentation
<https://www.wcdsb.ca/programs/coop-placement/index.html>

Click **Step 1**

[Overview of Health & Safety Process & Procedures Presentation](#)

Training includes:

- Ministry of Labour Awareness Training
- General Emergency Procedures
- Briefing on top hazards
- WHMIS - briefing on top hazards

2. Occupational Health & Safety Presentation:
<https://www.wcdsb.ca/programs/coop-placement/index.html>

Click **Step 2**

[Occupational Health & Safety Act Presentation](#)

Includes:

- Violence & prevention policy and program
- WHMIS Training

3. Click **Step 3**
[WHMIS Video \(WMV File\):](#)

4. Click **Step 4**
[Slips Trips & Falls Video \(WMV File\)](#)

Please take the bottom portion of this checklist to the school or location site you will be attending for your co-op placement to be completed jointly with the site supervisor/Principal or VP or designate:

- 5. Site Tour (emergency procedures)
- 6. General and site specific safety rules
- 7. Who to contact in an emergency
- 8. First Aid Stations

Student Name (please print)

Student Signature

Date

Supervisor/Principal or Vice-Principal Name (please print)

Supervisor/Principal or Vice-Principal Signature

When completed, forward to the Human Resource Services, Maggie Monkman by scanning a copy via email @ Maggie.Monkman@wcdsb.ca