



Work Experience FAQs

- I am a VET student. Do I have to do Work Experience?
 - Yes, you do. We would recommend that you line up an SWL during this period that is related to your VET subject. Make sure you use the SWL form if you decide to do this.
- I am doing a placement at a different time. Do I still have to find something for May 13 - 17?
 - Yes, you do. Work Experience forms part of the Connect program, and is deliberately scheduled in this time slot. You will not get the most out of the Connect program if you don't do Work Experience then. Also, you do not want to be at school that week, which is your only other option. Feel free to organise ADDITIONAL placements at other times of the year (work with your YLPL to choose dates).
- I've lost my forms. What can I do?
 - All the information you need is on *myNorthcoteHigh*. Go to the Careers page and look for "Work Experience and OHS". All the relevant forms can also be downloaded there. Placement forms are double-sided!
- I am a VET student and have a White Card. Do I have to do OHS stuff?
 - Yes, you do. Whilst your knowledge of OHS is probably far superior, it is a government requirement that you do the specific DET modules for a Work Experience placement. Humour us on this, please. It takes 15 minutes and makes life easier for everyone.
- I'm staying with relatives and/or working with a relative. Surely I don't have to fill out all those forms?
 - Yes, you do. It's to protect you, insurance-wise. If you are travelling in a car with ANY employer, and/or living away from your own home, you need to fill out those additional forms.
- How does the form signing work?
 - The school signs last. Please gather ALL other signatures first. The school keeps the original, and sends copies to everyone else by email (family and employer). Please fill out all details carefully. And please add your Tutor Group – eg 10A, 10B, etc.
- Can I do work experience overseas or interstate?
 - Overseas - NO. Interstate – YES. For NSW and SA, use Victorian forms (plus travel/accommodation forms). For all other states/territories, download the document on *myNorthcoteHigh* that details the process you have to go through. If you go to a state other than SA or NSW, you are actually not doing official "work experience"; you are entering into a private arrangement between your family and an employer, with the school's permission to be absent that week. However, you will still be experiencing work, so if the experience is not available to you in Victoria, we will try to support you.