

Lord Byng Secondary School

Take Our Kids to Work Day 2019

Wednesday, November 6th

October 11th, 2019

Dear Parents/Guardians of Grade 9 Students,

Take Our Kids to Work Day is a one-day job shadow event, occurring nation-wide during Canada Career Week. All Grade 9 students are expected to spend a day at work with a parent, relative, adult friend, or volunteer host. The student's evaluation of this experience will count towards their Health and Career Education credit.

The Take Our Kids to Work Day initiative has three main objectives:

- To offer students a view of the work world and to foster an understanding of its demands and opportunities.
- To allow students to see their parents or other adult volunteer hosts in different roles and to understand what they do to support a family.
- To emphasize that education goes far beyond the classroom walls and that the preparation of younger generations for the future is a community responsibility.

It will be up to students and families together to plan for this day. **Grade 9 students will NOT be in attendance at school on this day; their day will consist entirely of being at a work site.** Students will get some support and suggestions for finding an appropriate experience through a guidance class and be talking with their counsellor.

Take Our Kids to Work Day involves a three-stage process. This notice will initiate the first stage, that of preparation for participation. After the actual workplace visit, there will be a follow-up written reflection activity submitted by each student.

To begin, please read the following pages, then complete the Permission Form and **return to the office by October 24th**. Your efforts will help ensure that your child enjoys the benefits of a rich and practical learning experience.

Please check out the website: <https://www.thelearningpartnership.ca/> for additional information.

Thank you for your support,

Ms. Smith
Grade 9 Counsellor

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Guide for Parents/Hosts—Planning the Day

How you can help:

- Ask your employer to participate.
- If you can not host, help your child connect with an adult relative, friend or neighbour.
- Inquire about hosting additional students at your workplace.
- Have the signed permission form **returned to the office by October 24th**.

Before the Day:

- Inform your co-workers that your child is coming and find out if other students will be at your workplace on that day.
- Find out what your employer is planning for the students, including lunch arrangements.
- Arrange for visits to other departments or sections.
- Discuss with your child what they would like to do during the day.
- Talk about what clothing to wear.
- Organize some minor tasks/assignments.
- Talk about the culture of your workplace (i.e. formal, casual, noisy, quiet).
- Discuss these ideas with your supervisor.

On the Day:

- Introduce your co-workers.
- If your employer has an info kit, review it with your child.
- Explain the organization's structure and where you fit in.
- Describe how you got your job and the necessary qualifications.
- Attend events/meetings that your employer has organized.
- Take your child on a tour.
- Assign tasks for your child to do.
- Encourage your child to ask lots of questions.
- Provide time at the end of the day for your child to reflect and describe the experience.

After the Day:

- Have your child share the experiences with your family.
- Encourage your child to send a thank you letter to your employer.
- **Have your child return their Student Evaluation to the office by Thursday, November 7th.**

Questions You May be Asked:

- What do you enjoy about your job?
- Why did you choose this kind of work?
- How much can I earn in this job?
- What activities does your job involve?
- What new skills are you learning?
- What would you change about this job?
- What kinds of experience and education are required for this job?
- What other jobs can you get with your experience and skills?
- What advice can you give about preparing for the future?



- Signed Permission Form is due in the office by **Thursday, October 24th**.
- Take Our Kids to Work Day—**Wednesday, November 6th**.
- Completed Student Evaluation forms to be handed in to the office by **Thursday, November 7th**.