

Part G

Application for Work Exchange
2010-2011

I, _____, am making application for participation in the Salt Spring Centre School Work Exchange Program.

My child(ren) is/are _____

I would like to apply for the following position(s). Please circle the position(s) that interests you.

- Playground Supervisor one two three four five
- School Cleaner part-time full-time head cleaner
- Choices Instructor - please indicate number of sessions _____(10 max)
- Maintenance
- Librarian
- Tech Support
- Theatre Coordinator

If applying for playground supervisor or cleaner, please indicate the days that you are available.

If applying for choices instructor, please indicate activities that you would be interested in teaching.

Please read this section on work exchange policies and sign below.

I understand that I am responsible for arranging my own appropriate substitute on any day I am unavailable. If I am unable to find a substitute, I will reimburse the school for the amount appropriate for what I have missed.

I understand that there is a **\$30** administration fee for each change made by parents to work exchange throughout the year.

I understand that work exchange is classed as taxable income. In the event that my Work Exchange total for the year is **\$500** or greater, I will receive a T4 from SSCS. In the event that it is less than \$500, I am responsible for claiming the amount on my tax return. In the event that my work exchange position changes during the school year, I will pay an administrative fee of \$30.

School policy requires anyone, whether volunteer or work exchange, who is spending time alone with any group of children without staff supervision to give consent for the school to have a criminal record check done. This information will be kept strictly confidential. Please fill in the form attached if you are applying for choices instructor or playground supervisor.

Signature

Date

My social insurance number is _____