



## CONDITIONS OF PLACEMENT

**Students enrolled in some/particular SCC Programs may be eligible for unpaid work placement if all criterion (see below) for placement are met. Work placement provides the student the opportunity to apply concepts learned in the classroom and laboratory environments to the practical work environment.**

### **Criterion:**

1. Students are expected to successfully complete all required pre and co-requisite courses in previous program semesters (Program specific courses to be provided to students at the start of a program).
2. Students must have achieved an overall cumulative program Grande Point Average (GPA) of 2.0 or greater.
3. Students may be placed in locations outside of Windsor-Essex/Chatham-Kent County for their placement and will be responsible for costs incurred for this placement.
4. Student placements will be determined by a faculty member (placement coordinator) responsible for placements.
5. Students will NOT contact any placement unless approved/authorized by the placement coordinator. Failure to adhere to this criterion may result in a delay of field placement.
6. Students must submit proof of a satisfactory medical examination and up-to-date TB and immunization records (SCC Health & Immunization Form).

([http://www.stclaircollege.ca/studentervices/documents/medical\\_requirement\\_forms.pdf](http://www.stclaircollege.ca/studentervices/documents/medical_requirement_forms.pdf))

Completed document is to be presented to the Campus Health Centre to obtain the “Passport to Health”.

NOTE: Lack of documented TB shorts and immunizations may delay and/or prevent participation in the field placement practicum and completion of the program.

Flu shots are strongly recommended. Students without flu shots may be temporarily prohibited from participating in placement in residential and Long Term Care settings should flu outbreaks occur. Students are required to make-up hours missed due to flue outbreaks in the placement setting (See Attendance Policy).

### **ADDITIONAL CRITERIA FOR THE FOLLOWING PROGRAMS:**

#### **For Early Childhood Education Programs:**

1. Students can expect to complete three (3) field placements in three (3) different locations. Each placement will be with clients of different age groups.
2. Requests to be placed at specific locations may not be accommodated.
3. Students without transportation may request to be placed at a location within walking distance (10 blocks) from a bus line.
4. Students cannot be placed in locations where they have prior experience (this includes prior field placement, work experience, volunteer work or co-op experience).

5. Students are not allowed to be placed in locations where family members work or are cared for.

**Paralegal and Community and Justice Services Students:**

First Aid/CPR Training: Part of the hiring requirements in the field of corrections is that all applicants must have their First Aid and CPR Certification. If you have not already completed training, for either or both of these, it is recommended that you become certified before submitting your applications for employment.

**For Health Sciences and Nursing Programs:**

1. A clear Police Record Check must be acquired immediately prior to placement.
2. Mask Fitting (N95)
3. Standard First Aid
4. CPR (except Medical Laboratory Science and Technician Programs)

**For Power Engineering Programs:**

1. Placement fulfills the requirement set forth by the *Technical Standards and Safety Authority (TSSA)* to complete three months of work experience in a registered operating plant. The *Operating Engineers Regulation (O. Reg. 219/01)* has all the required information relative to a reduced practical time for 4<sup>th</sup> class certification.
2. Students must have written and successfully completed the *Technical Standards and Safety Authority (TSSA) Exam 4A*, with proof of success required before the end of January.
3. Students must have written and successfully completed the *Technical Standards and Safety Authority (TSSA) Exam 4B*, with proof of success required before the end of May.
4. Students will be required to purchase “4<sup>th</sup> Class Applied Training Engagement” (CATE) as this document will be used in the work placement and signed off by training personnel (required documentation of student’s record for TSSA 4<sup>th</sup> Class Certification).
5. Students will be notified by the placement coordinator when their resume is to be submitted for placement consideration.
6. Students will be required to complete two major projects during summer placement to fulfill TSSA practical time and become eligible for 4<sup>th</sup> class certification.