

# 2009 STUDENT WORKPLACEMENT EVALUATION

1/2007-c

**Please complete and return this form at the end of Workplacement to your Teacher.**

## ► PLACEMENT INFORMATION

Host Employer: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Student Name: \_\_\_\_\_  
RTO: \_\_\_\_\_  
Visited by: \_\_\_\_\_

## ► EMPLOYER AND WORK ENVIRONMENT

Whilst on Workplacement, did you...

Receive a 1st Day Workplace induction? . . . . .  Yes  No

Receive a 1st Day OH&S induction? . . . . .  Yes  No

Feel comfortable working with the staff? . . . . .  Yes  No

Have necessary safety equipment provided? . . . . .  Yes  No

Supervision...

Was a Supervisor allocated to you at all times? . . . . .  Yes  No

Did they provide adequate supervision? . . . . .  Yes  No

Did your Supervisor understand the purpose of your Workplacement?  Yes  No

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ► GENERAL BEHAVIOUR AND WORK ETHIC

Were you or did you...

Contact the Employer in advance to introduce yourself and to discuss your Workplacement details? . . . . .  Yes  No

Explain the purpose of your Training Materials? . . . . .  Yes  No

Punctual every day? . . . . .  Yes  No

Arrange appropriate transport to and from Workplacement? . . . . .  Yes  No

Feel you were "Work Ready" before your Workplacement started? .  Yes  No

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ► TRAINING OPPORTUNITIES

During this Workplacement were you able to practice a variety of skills related to your classroom training? . . . . .  Always  Occasionally  Never

Could you select jobs from a range of tasks?  Always  Occasionally  Never

Were you able to practice tasks that related to the competencies set out in your Training Materials? . . . . .  Always  Occasionally  Never

Did you have enough basic skills to carry out real work tasks? . . . . .  Yes  No

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ► COORDINATION OF WORKPLACEMENT

Did you receive adequate information about your responsibilities as a VET Student on Workplacement? . . . . .  Yes

Did you receive your Workplacement information at least 5 days before the Workplacement start date? . . . . .  Yes

Were the Workplacement dates clearly understood? . . . . .  Yes

Can the Workplacement Process be improved? . . . . .  Yes

If yes please comment. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ► WORKPLACEMENT RATING

What did you MOST enjoy about your Workplacement? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What did you LEAST enjoy about your Workplacement? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please rate your experience on this Workplacement:

- ★ ★ ★ ★ ★  Excellent!!! I learned heaps!!
- ★ ★ ★ ★  Good, great Workplacement :-)
- ★ ★ ★  Average, some things could have been better.
- ★ ★  Poor, I did not learn much.

Has this Workplacement influenced your ideas about what you would like to do when you leave school? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please comment on your Workplacement: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you gained employment from this Workplacement? . . . . .  No

If yes, what type of Employment?  
 Casual  Part Time  Full Time  Apprenticeship

Did you negotiated to extend your Workplacement with the Host Employer?  
 No  Yes - If yes, please state dates? \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_