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**ClubEDU Agreement**

**ClubsNSW** and **Public Schools NSW,** are working together with MRAEL/HTN to improve club industry engagement with schools, hospitality students and teachers.

The program is available to students enrolled in either SIT20416 Certificate II in Kitchen Operations or SIT20316 Certificate II in Hospitality.

The aim is to provide opportunities for schools to build connections with industry and provide students enhanced work placement in clubs, with a view to future employment. It may also be an opportunity for hospitality teachers to work in a commercial kitchen/front of house/reception area to maintain industry currency.

**Club Commitment**

* Provide opportunities for workplace learning for hospitality school students
* Provide student assessment activities
* Provide Master Class event
* Provide Restaurant/Function event
* Provide opportunities for hospitality teacher industry currency
* Provide a safe workplace environment.
* Share workplace learning and culture with students.
* Complete all required paperwork including School-Club Agreement & SPR.
* Notify teacher and/or WPSP Work Placement Coordinator if problems arise.

**School Commitment**

* Register students for Work Placement with WPSP.
* Prepare students for Work Placement - Work Readiness activities.
* Organise release of Hospitality teacher for planning, induction day and days 4 and 5 of program.
* Hospitality teacher and students register with CoAssemble.
* Organise Planning Day with the Club and confirm activities and negotiate specific competencies to be practiced / assessed in the workplace.
* Confirm Masterclass Industry Expert/Chef & menu & date(s).
* Confirm Restaurant/Function date(s) & venue.
* Manage all Work Placement documentation provided by WPSP.
* Ensure all parties receive a copy of the fully signed SPR.

ClubEDU 2021/22 School-Club Agreement

Following confirmation from the WPSP, Club and school, this Agreement should be signed by both the club and the school and returned to [Beth.Beatty@wsc.edu.au](mailto:Beth.Beatty@wsc.edu.au) at Western Student Connections.

Club: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Club representative signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DoE email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Hospitality teacher signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:

Applicant’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Principal Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*This document should be signed and emailed to* [beth.beatty@wsc.edu.au](mailto:beth.beatty@wsc.edu.au) and your Work Placement Coordinator.