



## GROUNDHOG JOB SHADOWING DAY INFORMATION AND PARTICIPATION PACKET

On **Friday, February 1, 2019** your child will have an opportunity to participate in the Richland One sponsored National Groundhog Job Shadowing Program. On this day your child may go with a relative or select individual to observe the working world.

The following information is provided in this packet to assist you in your child's participation in the program:

### **Parent/Guardian Information Sheet** **Parent/Guardian Job Shadow Permission Form** **Business Partner Information Sheet**

If you and your child decide to participate in the Job Shadowing Day experience, please complete and Return all the above forms by your child to the school to be given to their homeroom teacher or school counselor no later than **Tuesday, January 29th**.

Students who return all the above requested forms ( **ParentGuardian Information Sheet, Parent/Guardian Job Shadow Permission Form, and Business Partner Information Sheet**) *completed in its entirety* by the deadline will receive the Observation Form AND Job shadowing Host Feedback form in Homeroom on **Thursday, January 31st** to take with them to their job shadowing site. The Observation form is for the student to fill out **after** their job shadowing experience. The Job shadowing host feedback form is to be completed by the person who the student is shadowing and can be returned to the school by the student or directly faxed to the district. ***In order for a student to receive credit and attendance for job shadowing, THESE TWO FORMS MUST BE RETURNED.***

**Please note:** If the Parent/Student Agreement and Permission is returned after the January 29<sup>th</sup> deadline your child should submit the form directly to the grade level school counselor to receive the Observation Form immediately.

***Students may not shadow employees at St. Andrews Middle School, However, if you shadow someone at another Richland One School, such as a former teacher, the permission form must have both school employee (i.e., teacher) and principal signature.***