

Placement Task A:

EXAMPLE

STUDENT CONTRACT/ AGREEMENT

STUDENT NAME:

DATE:

FIELDWORK SUPERVISOR:

AGENCY ADDRESS:

UNIVERSITY SUPERVISOR:

Hours of Work per day - 8 hours, normally 10am - 6pm but flexibility will be necessary to allow for work in the evening/weekend.

GENERAL AIM:

Student to develop her/his experience and understanding of work in the voluntary organisation working in partnership with Anywhere Youth Service and Anywhere Health Project. In particular to experience work with adolescents in a voluntary drop-in setting.

CONTEXT BASED LEARNING OBJECTIVES:

1. To develop a specific youth project to meet the needs of a particular group of young people.
2. To practice one to one and group work support work with individuals in crisis from needs identification to provision.
3. To experience detached work and the provision of appropriate and accurate support.

WORK TO BE OFFERED BY THE VOLUNTARY AGENCY:

- ▶ Opportunity to work in the general advice and information drop-in.
- ▶ Opportunity to undertake some out-reach work in the community.
- ▶ Opportunity to network with other statutory and voluntary agencies.
- ▶ Opportunity to attend and observe some meetings.
- ▶ Participation in a team.
- ▶ Access to suitable learning materials including counselling skills pack and The Children Act. Possible access to internal staff development training courses.

ACCESS TO AGENCY POLICY:

Student to have access to documentation on agency policies and practice guidelines.

EXAMINATION OF ANTI-OPPRESSIVE PRACTICE:

The student will be expected to ensure that anti-discriminatory practice is an integral thread of their work. Discussion of learning and experience in this area will take place

within supervision. The student will be expected to learn to challenge oppressive language, behaviour and attitudes displayed by the client group in a manner which encourages understanding and respect for others.

SUPERVISION:

Supervision will be available on a weekly basis for 1½ hours. The student will be expected to prepare for this and to be open and honest, and willing to learn.

INTEGRATION OF THEORY, PRACTICE AND IDENTITY:

The student will mainly be responsible to ensure that s/he is analytical of their practice and experience in the placement to make the links between self, theory and practice. This can be assisted by discussions with other agency staff and in supervision with the fieldwork supervisor.

GROUND RULES FOR THE PLACEMENT:

The student agrees to:

- ▶ Act as a representative of, and appropriate ambassador to the "Agency" whilst on placement.
- ▶ Be honest, committed and open to learning
- ▶ Claim travel expenses through the University
- ▶ Supply information about the course curriculum s/he is currently engaged upon
- ▶ Adhere to agency policies including Open Recording, Confidentiality, and local guidelines for anti-discriminatory practice.
- ▶ Make clear their role in the organisation as a "student learning work at the agency" and to be open and honest with young people that their stay at the agency and availability will be only till the end of the placement
- ▶ Make every effort to limit risk to their personal safety by familiarising themselves with the agency safety guidelines and working within Health and Safety Policy.

The Fieldwork Supervisor agrees to:

- ▶ Offer time and commitment to aid the student's learning process
- ▶ Offer respect, honesty and positive feedback
- ▶ Offer a "safe" learning environment
- ▶ Recognise the value and experience and new learning the student brings
- ▶ Act as a resource to the student during the placement
- ▶ Offer the insights of their own personal experience and knowledge to the student's analysis of learning
- ▶ Offer confidentiality within limits of their responsibility to the agency, the University, and client group
- ▶ Offer motivation and confidence building for the student to help them to recognise their own skills and learning and to build on these.

ACCOUNTABILITY:

The student agrees to be accountable to the agency whilst on placement.

In the first instance accountability will be to the Centre Manager.

In the manager's absence this will be to the Volunteers Organiser responsible for service delivery from the General Advice and Information drop-in.

In the absence of both, all concerns or issues to be brought to the attention of the On-call duty manager for the day.

SIGNED:

Student:

Fieldwork Supervisor:

University Supervisor:

Date:

