

Roles and Responsibilities of Co-Op Students

- comply with all company rules as to dress, safety codes, work schedule, and policies
- work in a courteous, responsible, and business-like manner and show appropriate initiative
- observe and comply with the rules and regulations of the placement and the school, including confidentiality requirements
- comply with school attendance policies in both the placement and classroom sessions
- submit assignments as required
- inform the placement supervisor and the cooperative education teacher in advance if they are unable to report to their placements
- participate in the development and implementation of their personalized placement learning plans
- participate with their supervisors and teachers in the assessment of their own performances
- complete their course requirements to obtain credits towards the Ontario Secondary School Diploma
- work with teachers and supervisors to ensure that problems are dealt with immediately