

Work experience placements for school students

Site visit questions

The use of this document is optional for schools. It contains a list of questions which schools may use when sending a teacher or nominated school representative to visit students in the workplace.

The information collected from the visit:

- may support schools to determine the appropriateness of the work experience provider for future work experience placements
- may inform future pathway planning advice provided to students.

Questions for the student
• How are you enjoying your placement?
• What types of activities have you participated in whilst at work experience?
• How are you working with other staff? Has your supervisor been helpful and supportive?
• What are you most enjoying about your work experience placement?
• What are some of the tasks you have performed?
• Is the job what you expected? What's different from your expectations?
• Have you encountered any worries or concerns about any aspect of your workplace or about any individual person? Do you know who to report any problems or concerns to?
• What has been the most surprising or interesting thing you have learned during this placement?
• Have your feelings changed about this job? How?
• How has this experience helped you to decide if this is a possible career for you?
• How has this experience helped you to identify specific subjects or courses you would be interested in studying during Years 11 and 12?
• Would you recommend this placement for future students interested in this type of work?
Questions for the work experience provider/supervisor
• Has the student shown commitment to the placement by being punctual, attending every day and displaying enthusiasm?
• Has the student interacted effectively with supervisors, co-workers and customers?
• Has the student followed instructions, demonstrated respect and acted in a manner appropriate for the workplace?
• Have you been happy with the student's work ethic? Do you think the student has an aptitude for this type of work?
• Is there anything else the school can do to ensure the student is well prepared for their work experience placement?
• Are you happy to continue taking students from our school for work experience?
• Would you be interested in speaking to interested students about the work you do?
• Are you interested in taking on a student as a school-based apprentice or trainee?