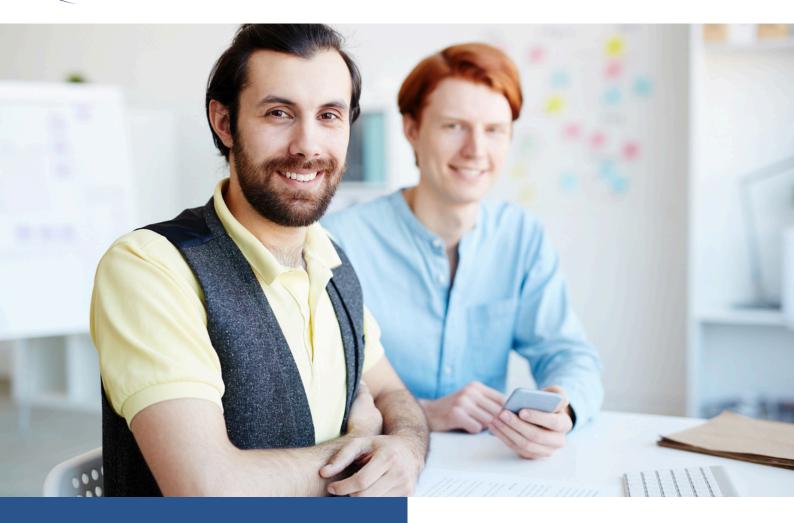# LAST DAY WRAP UP

Employer feedback is very important to the student

- *Giving feedback*

- *Employment*

- *Career discussion*

- *Evaluation & report*

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The NSW Work Placement Coordination program is supported by the NSW Department of Education, Catholic Schools NSW and the Association of Independent Schools NSW.

Feedback & Evaluation

Employer feedback is important to the student, as it provides them with an opportunity to reflect on their performance, and suitability to specific industry

- When giving feedback, always try to start with positive aspects, and be as encouraging as possible

- Encourage the student to reflect and discuss their own performance, and provide constructive feedback to the student

- Ensure the student's supervisor completes the Workplace Journal and hours signed off

- Confirm with students that they have handed back any finished or unfinished work

- Confirm that students have returned uniforms, badges, locker keys, tools or materials

Employment Discussion

Looking towards the future

- If you would like to know more about school-based part time traineeships, or other work placement opportunities, please contact your Work Placement Coordinator for details

- You may be entitled to employment incentives through the various schemes applicable to your industry

- A few words of encouragement on how to get started in your industry would be greatly appreciated by the student