



# Shasta Union High School District

## WORK PERMIT CONTRACT

### STUDENT SCHOOL SITE

- Enterprise (222-6601)
- Foothill (547-1700)
- North State Ind. (245-2760)
- Shasta (241-4161)
- Pioneer (243-1880)
- Other: \_\_\_\_\_

I understand that if I wish to work and to keep my work permit, I must abide by the following standards:

1. I must keep up in my academic work by maintaining a 2.0 GPA.
2. I must have good attendance using the following guidelines:
  - a. Criteria:
    - One truancy/unexcused absence = one mark
    - Two tardies = one mark
    - Three or more period truanies/unexcused absences in one day = one full day (six marks)
    - Two full day truanies/unexcused absences = twelve marks
  - b. District standard:
    - **Greater than 6 marks in 6 weeks = 3 week probation**
    - **While on probation greater than 3 marks in 3 weeks = revocation of Work Permit**
  - c. **Note:** Any combination of absences that exceed reasonable standards determined by Attendance Administrator and/or Work Experience Coordinator shall result in revocation of Work Permit.
3. I understand that if I am truant or do not attend school on a regular basis; I will be assigned Saturday School or detention. If I am assigned either, I understand that I must serve Saturday School or detention during the regularly scheduled hours regardless of my work schedule. I understand that it is my responsibility to make any necessary arrangements, with my employer, in order to attend Saturday School or detention. I realize that if I fail to attend, my employer will be notified and my work permit may be revoked.
4. I understand that the school will check my academic progress and attendance periodically. If it appears that my work is impairing my health or education, or that any provision or condition of the permit is being violated, the school will contact my employer.
5. I understand that my employer may request information concerning my attendance and my academic progress, as it relates to my employment as a minor, in order to determine if any provisions or conditions of the work permit and this contract are being violated. I may only work on days when I am in attendance at my respective high school (excludes non-school days).
6. (Regular Permits ONLY – Issued between August - January) I must attend a seminar to cover, and better understand *minor labor laws, workers' rights, employer expectations and customer service skills* by the end of February.

I have read the above contract and understand that if I do not abide by the above standards, my work permit will be revoked and my employer will be notified.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Signature

### EMPLOYER:

I have read the above statements and understand, as an employer, my student employee's responsibility is to maintain regular attendance. Any concerns I may have about my employee will be directed to his/her Counselor, Assistant Principal or Work Experience Education Teacher that oversees attendance. As an employer, I agree not to discriminate on the basis of sexual orientation, gender, age, sex, ethnic group identification, race, ancestry, national origin, religion, color, marital status, parental status, pregnancy, mental disability, or physical disability.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employer Signature

\_\_\_\_\_  
Telephone Number of Business

\_\_\_\_\_  
Name of Business