

University and TAFE Work Experience APPLICATION FORM



**Bundoora
Park**

Please complete this form and return with a copy of your Working With Children Check to:
BundooraPark.EducationTeamLeader@darebin.vic.gov.au or P.O Box 138, Kingsbury, 3083

Students Please Note: This Application Form should be completed and forwarded to your prospective host employer, who will make the final decision. Your application will not be processed further without a valid Working With Children Check card, please submit a copy of this with your application.

Before filling out the Applications Form, please read the Department of Education & Training No. 25 *Work Place Hazards in Working with Animals* and *Work Experience Guidelines for Students Working with Animals (University)*, to help you to appreciate some of the hazards and understand some of the conditions that will apply to your work experience.

It's important to understand that your contact with animals will be restricted to activities that do not present unacceptable risk. Your safety is your host employer's most important consideration.

Student Information

Name: _____ Date of Birth (must be 18 years or older): _____

Address: _____

_____ Post Code: _____

Contact Telephone no.: _____

University/TAFE: _____

Length of Course: _____ Current Year of Study (ie. 1st Year, 2nd Year etc): _____

Contact person at University/TAFE: _____ Tel: _____

Proposed dates of work experience: From _____ To _____

Please note: Personal interest applications are not accepted, all applicants will need to be enrolled in a course where work placement is a course requirement.

Do you have a Working With Children Check card? YES NO*
(please provide copy)

* It is now a requirement that all university and TAFE students that are 18+ years old hold a valid Working With Children Check card. This is a free check, for more information please go to the www.workingwithchildren.vic.gov.au. Unfortunately, we are unable to accept work placement students without this card.

Please state why you would like to undertake work experience at Bundoora Park Farm:

Previous experience with animals

How would you describe your capabilities with animals? For example: have you ever received instruction in approaching and/or handling animals (large or small), or in 'reading' animal behaviour?

What animals have you had at home, and what were your responsibilities in looking after them?

(NOTE: If you have birds at home there may be workplaces – e.g. poultry farms – you will not be able to attend)

Have you had previous employment experience, such as a part-time, weekend or holiday job involving animals (give details)?

Have you ever been injured by an animal? (If YES: what caused the incident, and how did you react? What would you do to prevent such an incident from happening again?)

Are there animals in whose presence you don't feel comfortable or confident?

Do you have allergies to any animals (e.g. fur, saliva) or feed (peanuts, wheat, grasses, hay etc.)?

Is there any other information you think could be relevant in assessing your suitability?

Statement by student:

The information provided here is accurate to the best of my knowledge. I have read the guidance, the Department of Education & Trainings *Work Place Hazards in Working with Animals* and *Work Experience Guidelines for Students working with Animals* and, and am aware that work experience in an environment where animals are present may involve exposure to risk arising from the unpredictable nature of animal behaviour.

Signed: _____ Date: _____