



WORK EXPERIENCE EDUCATION

Work Experience Education is a course of study which combines an on-the-job training with related classroom instruction.

Scope

Work Experience Education programs are one means of promoting the connection between the educational curriculum and the workplace. These programs extend learning experiences outside the classroom and into the community. The value of this extension lies in the fact that worksites become career training laboratories in which students can develop a positive work ethic and learn or polish their skills in actual work settings.

Work Experience Education programs involve teachers, counselors, students, parents and employers to:

- Link the academic core curriculum with the world of work and promote students' school-to-career transitions;
- Help students develop the skills, habits and attitudes that support job success and personal growth;
- Assist students in selecting careers and preparing realistically and wisely for the world of work;
- Use a community's businesses as career training laboratories to help students develop a positive work ethic; and
- Acquire or refine work-related skills and job performance in actual work settings.

Work Experience Education includes both paid and non-paid experiences. In all unpaid experiences the school district must provide workers' compensation insurance for the student. In no cases shall the student replace a paid employee.

Work Experience Education consists of three program areas: General Work Experience Education, Vocational Work Experience Education and Exploratory Work Experience Education.

General Work Experience Education is an instructional course which focuses on the application of the basic skills of reading, writing and computation. Students acquire general and specific occupational skills through a combination of supervised paid employment in any occupational field and related classroom instruction.

Vocational Work Experience Education reinforces and extends vocational learning opportunities for students to the workplace through a combination of related classroom instruction in work experience education and supervised paid employment in the occupation for which their vocational study prepares them.



Exploratory Work Experience Education assists students in defining their interests and determining their suitability to various occupations. Students are offered the opportunity to observe and learn about a variety of occupations and businesses including a combination of job shadows, workplace tours and related classroom instruction.

Through Exploratory Work Experience Education:

- There is no paid employment;
- Students job shadow in different professions during the course of the semester;
- Enrollment is open to students from 12 years of age;
- The district must specify the number of hours and the rotation to different job sites;
- Training agreements should stipulate the career areas in which students will gain firsthand knowledge by observing employees at work; and
- The length of the assignments varies according to students' aptitudes, the occupation being explored, the facilities of the observation station and the job classification.

Regulatory Authority

Work Experience Education is a course of study that may be established by the governing board of any school district or other specified local education agency in accordance with the provisions of the *CA Education Code Sections 51760–51769.5 and 51775–51778* and the *CA Code of Regulations Title 5*. Each local education agency that elects to conduct a Work Experience Education program must submit a plan to the California Department of Education for approval. Eligible local education agencies include school districts, county offices of education, consolidated cooperatives and migrant education regions.

Source: *Work-Based Learning Guide*, California Department of Education and 1998, CA Education Code.

For more information visit:

California Department of Education

High School Leadership Division

California Law, Education and Labor Code

<http://www.cde.ca.gov/shsd/wee>

<http://www.leginfo.ca.gov/calaw.html>