

HEALTH & SAFETY REQUIREMENTS FOR PRACTICUM 2018-19

The following training must be repeated in each academic year.

Teacher candidates must complete the [Ministry of Labour Health and Safety eLearning Module](#) and provide a certificate of completion to the Practicum Office by the applicable deadline below in order to satisfy the requirements of the *Stronger Workplace for a Stronger Economy Act*, which extends the *Occupational Health and Safety Act* to students participating in unpaid placements as part of their post-secondary studies:

Year one candidates - due by 4:00 p.m. on August 23, 2018

Year two candidates - due by 4:00 p.m. on September 20, 2018

Please follow these instructions carefully:

- The eLearning module takes 45-60 minutes to complete.
- The eLearning module is unable to keep track of your progress and must be completed in one sitting.
- You will receive a “Proof of Completion” certificate once you complete the training. You must save and/or print the certificate before exiting the module. The Ministry of Labour will not store your certificate or keep a record of training.
- **Please make at least one copy of your certificate prior to submitting it to the Practicum Office.** You are required to provide a copy of your certificate to your school principal upon request.
- Internet Explorer (9 or 10) or Chrome 17 (or higher) is required to run the eLearning module. Note: Those using Windows 7 are advised to use Google Chrome 17+.

Some school boards require teacher candidates to complete additional board specific training/orientation. Please check the SSoE [website](#) to determine whether or not your school board has additional requirements.

Failure to comply with health and safety requirements may jeopardize your placement.

If you have questions, please contact the Practicum Office at ptoffice@nipissingu.ca or 705-474-3450 ext. 4555.