

Shawsheen Valley Technical High School

100 Cook Street, Billerica, Massachusetts 01821-5499
Internet Address: www.shawtech.org

BRADFORD L. JACKSON, Ed.D.
Superintendent-Director

Tel.: (978) 667-2111
Fax: (978) 663-6272

September 2020

Dear Parent/Guardian,

Your son/daughter qualifies to participate in the course of study and training in Shawsheen Valley's Cooperative Education Program (CO-OP), under recognized vocational, state and local educational authorities. In adhering to following the vocational technical education regulations/requirements (603 CMR 4.03 (4), the district is also requiring that all students receive a parent/guardian signature, providing their son/daughter permission to work for the employer listed below. These additional signatures are to provide full disclosure to all parties due to the Coronavirus (COVID-19) Pandemic.

Dear Employer,

We are pleased that you are partnering with Shawsheen Valley Technical High School Cooperative Education Program. Due to the Coronavirus (COVID-19) Pandemic, we are requesting that all employers meet or exceed the Commonwealth of Massachusetts COVID 19 guidelines for their employees' safety. If for any reason, you need to change your safety procedures, and are unable to meet the Commonwealth of Massachusetts COVID 19 guidelines, the CO-OP student will return to school. In addition, I agree to have a school representative conduct a site visit before the student starts working.

Employers must submit a COVID-19 Safety Plan with the signed COVID permission form.

I, _____ (Name of Parent/Guardian)

give permission for _____ (Name of student) participate in Shawsheen Valley Technical High School cooperative vocational training program.

Grade _____ Shop/Department _____,

Name of Business/Company: _____

Name of Supervisor: _____

Signature of Parent/Guardian: _____ Date: _____

Signature of Employer: _____ Date: _____

School Representative: _____ Site Visit Date: _____

Please contact me if you have any questions at (978) 671-3619 or by email rlavoie@shawtech.org

Best Regards,
Richard Lavoie