

Student's Name: \_\_\_\_\_

### **Stanberry High School Job Shadow Form**

In order to receive an excused absence not counting against a student's attendance, this form must be fully completed and returned to the high school guidance counselor's office at least **two days** in advance of the actual date in which the student wished to job shadow.

Date of Job Shadow: \_\_\_\_\_

Name of Person to be Job Shadowed: \_\_\_\_\_

Work Site's name: \_\_\_\_\_

Work Site's location (city/state): \_\_\_\_\_

.....

Before the visit, details about missed class work should be discussed with each teacher who will initial the appropriate space below, thereby approving the pre-planned absence:

\_\_\_\_\_  
Period 1

\_\_\_\_\_  
Period 2

\_\_\_\_\_  
Period 3

\_\_\_\_\_  
Period 4

\_\_\_\_\_  
Period 5

\_\_\_\_\_  
Period 6

\_\_\_\_\_  
Period 7

Office Signature: \_\_\_\_\_

I understand that my student is not under school supervision during this job shadow and that Stanberry R-II School District will not be held responsible should an accident occur. Additionally, since this is excused school time for career exploration, my student is to receive no money/wages for this Job Shadow.

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

Parent Signature: \_\_\_\_\_

**\*\*\*\*This page must be turned in prior to the absence. Student must return a completed "Job Shadow Verification" (page 2 of this form) to the guidance counselor upon returning to school the next day so we can code your absence as to not penalize your attendance.**

Name: \_\_\_\_\_

**Sample Questions to Ask:**

1. Job Description/Nature of Work
2. Special Person Demand/Skills
3. Working Conditions
4. Is the job challenging? Why?
5. Employment Outlook: overall and in this geographic area
6. Typical Work Schedule/Hours
7. Benefits
8. Training/Education Required
9. Recommended Schools
10. Other Information Sources you would Recommend
11. Related Jobs
12. Wages
13. Advice

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***Job Shadow Verification for Excused Absence***

\_\_\_\_\_ was supervised by me from  
(Name of Student)

\_\_\_\_\_ to \_\_\_\_\_ on \_\_\_\_\_  
(Arrival Time) (Departure Time) (Date)

No wages were given for this excused, career exploration school day.

\_\_\_\_\_  
(Signature of Job Shadow Supervisor)

Thank you for assisting in educating our Stanberry future graduates!