



**Agreement  
on the procedure of a pre-training experience for social work**

**between the Kolleg St. Blasien, Fürst-Abt-Gerbert-Str.14, D - 79837 St.Blasien**

**and** \_\_\_\_\_  
(Name of the institution)

The following conditions of a pre-training experience for social work will be agreed on:

1. The pupil \_\_\_\_\_  
(Name of the pupil)

accomplishes his pre-training experience from **29/04/2019 to 11/05/2019**.

2. The daily working hours amount to six to eight hours – unless something else has been agreed upon.

3. The pre-training experience is organized by our school. A teacher or educator will be designed to supervise the respective pre-training experience. He or she is especially responsible for the contact with the trainee and he or she facilitates the compliance with discipline during the pre-training experience.

4. The members of the staff nominated by the institution assume  
a) the supervising functions as are normally necessary in the context of their tutorial and  
b) the supervision necessary for keeping the discipline.  
They are authorized to issue instructions.

5. The protection of minors and rules for accident preventions apply to the trainee. At the beginning of his/her pre-training experience the pupil shall be closely instructed about the risks of accident and health hazards. During the pre-training experience the pupil will be insured by the accident insurance company of Baden Württemberg / Germany.

**For the institution:**

\_\_\_\_\_  
Name / Function

\_\_\_\_\_  
Date /Signature

**For Kolleg St. Blasien**

Susanne Hirt

\_\_\_\_\_  
Authorized person for the pre-training experience for social work Date/Signature  
**After the countersignature by the school one copy goes back to the institution.**