



**Buchanan High School**

Phone (269) 695-8403

[HTTP://WWW.BUCHANANSCHOOLS.COM/](http://www.buchananschools.com/)

Dear Parent/Guardian:

A field trip day has been organized for your child to attend. This field trip is unlike any other they may have attended while in school. As a part of the Advanced Biology course, the students have an opportunity to job shadow a professional in the field of science of their choosing.

Each student will select an occupation he/she has an interest in investigating. It is an opportunity to experience a career field and help your child determine if he/she would like to pursue that career. Students may choose from any science-related profession – including health science, psychology, veterinarian, optometry, conservationist, professor, etc. The possibilities are endless, but it is for your child to decide who and what profession to shadow.

The field trip will be on **Friday, May 1<sup>st</sup>, 2015**. The schedule for the day is as follows:

- 7:30am – 1:00pm – Students are on location doing the job shadow of their choice.
- 1:30pm – Meet with Mr. Cribley to debrief the events of the day

The students are allowed to work in pairs and transportation to and from the job shadow is to be done by the student and/or parent. Students ARE allowed to drive and/or ride with other students, but they will have to complete the Student Driving Permission Slip. For students that are unable to find their own job shadow, they will ride with Mr. Cribley to Johnson Controls Inc. in Holland, MI to shadow a mechanical engineer.

Each student is responsible for the following items due by the date listed:

- **March 26, 2015:** Permission slip signed by parent/guardian and returned to Mr. Cribley.
- **April 10, 2015:** Job shadow contact/profession contacted and arranged, contact information sheet turned in.
- **April 17, 2015:** Self-generated list of 20 interview topics/prompts to discuss with the professional being shadowed.
- **May 1, 2015:** Field Trip day!
- **May 8, 2015:** Reflection paper due

This field trip is part of our classroom curriculum. Permission slips are due back no later than **Thursday, March 26<sup>th</sup>, 2015**. By signing this form, you are giving your child permission to attend the Advanced Biology Job Shadow Field Trip. Thank you for granting permission so that your son or daughter is able to participate in this unique opportunity. If you have any additional questions, please contact Mr. Cribley at [bcribley@buchananschools.com](mailto:bcribley@buchananschools.com).

My child, \_\_\_\_\_, has my permission to attend the Advanced Biology Field Trip.

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Emergency Contact Number



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## Job Shadow Contact Information

When you call to set up your job shadow day, remember to do the following things.

- Introduce yourself. Say who you are and that you're from Buchanan High School.
- Indicate that this is part of your academic curriculum for the Advanced Biology class.
- Remember to let the professional know that the date will be **Friday, May 1<sup>st</sup>, 2015** from 7:30 – 1:00.
- Be sure to indicate that you also will need to interview them as well.
- Obtain all necessary contact information
- Ask if there is a dress code
- Find out where you should park your car.
- Do not forget to say thank-you – even if you are not offered a job shadow opportunity.

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

Occupation Title: \_\_\_\_\_

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

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

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





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**Parent / Guardian Consent  
Form for a Student DRIVER  
INDIVIDUAL**

Your Buchanan High School student will be attending a field trip in the Advanced Biology class on **Friday May 1<sup>st</sup>, 2015** and has requested permission to drive in their personal vehicle to the job shadow location site. Buchanan High School does provide transportation to and from this site.

If you consent to your high school student being allowed to drive in their personal vehicle with no other students present, please complete the form below and return to Mr. Cribley before the **April 10<sup>th</sup>, 2015**. Please be advised that your consent shall also acknowledge that the district shall have no legal responsibility for any events which may occur while your child is driving to/from the program site and your child will be unsupervised during this time. Also, the personal auto insurance of the driving student will be the primary coverage in the event of any accident and no coverage will be afforded under any school district insurance.

**\*\* A parent or guardian of the student must sign this form giving their consent for this request \*\***

**Class:** \_\_\_\_\_ **Site:** \_\_\_\_\_

**PART 1: Parental Consent / Student Driver**

I, \_\_\_\_\_ **Driver Parent/Guardian Name** \_\_\_\_\_ give permission to \_\_\_\_\_ **Drivers Name** \_\_\_\_\_ so that he/she may drive his/her personal vehicle for the purpose of attending their off-campus program during the hours and location specified.

\_\_\_\_\_ **Drivers Parent/guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

IT IS UNDERSTOOD THAT ANY VIOLATIONS/INFRACTIONS THAT OCCUR MAY  
RESULT IN THE LOSS OF THESE PRIVILEGES AND/OR DISCIPLINE FOR ANY OR  
ALL OF THE ABOVE NAMED STUDENTS.

**Part 2: Teacher Approval**

\_\_\_\_\_ **Teacher's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_





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Upon completion of your job shadow, you are asked to create a reflection that summarizes the experience that you just went through. Please type this and be prepared to discuss your job shadow on **Monday, May 4<sup>th</sup> during sixth hour**. Include the following topics.

- Describe your two favorite parts of the job shadow
- Describe your two least favorite parts.
- Pick 3 of your 20 interview questions that surprised you. What were they? Why were you surprised?
- Describe what type of education and training is required to be in this field.
- The job shadow you picked was a career which interested you. What are your thoughts/comments on that career now?
- Conclude with whether you think this career is a realistic possibility for you. Explain your response.