

## **6.1 STUDENT RIGHTS & RESPONSIBILITIES**

### **POLICY**

SNF Development Center is committed to providing meaningful learning opportunities to students in order to contribute to the fields represented by students, to build community capacity and to encourage learning within the organization. Students placed at SNF Development Center have rights and responsibilities associated with their learning placement.

### **SCOPE**

This policy applies to students and staff at SNF Development Center.

### **PROCEDURES**

SNF Development Center students have the right to:

- Be screened using processes that are equitable, fair and free from discrimination
- An orientation to the organization, to various departments and their teachers
- A learning plan with goals appropriate to their skills and interests
- Sufficient initial training to accomplish their tasks
- Learn in a healthy and safe working environment
- Supervision and support while performing their tasks.
- Feedback about their work
- Evaluation of their performance in accordance with the academic institution's requirements
- Have their confidential personal information dealt with in accordance with SNF Development Center privacy and confidentiality policies
- Seek counseling help by speaking to the program coordinator

SNF Development Center students have the responsibility to:

- Attend regularly
- Complete the tasks assigned by their teachers and seek help by communicating their needs.
- Be respectful with other students
- Be respectful with staff

### **CONFIDENTIALITY**

These manual details policies and procedures relevant to SNF Development Center.

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