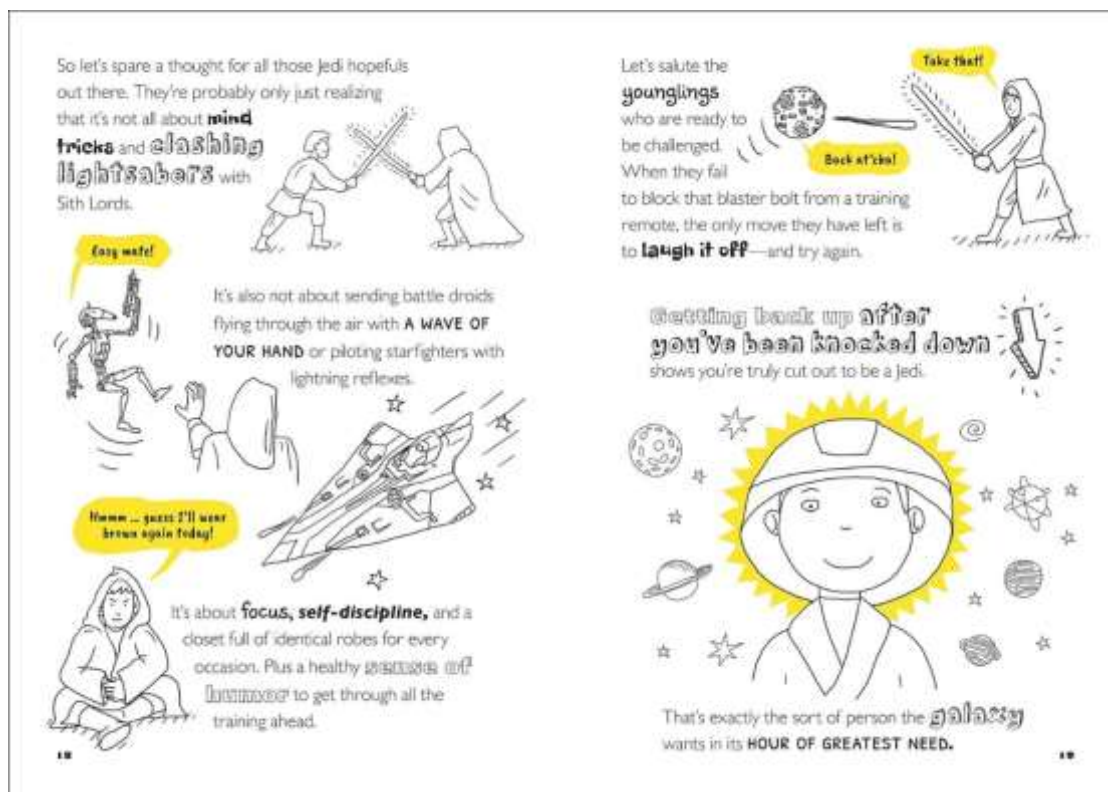


YOUNGLINGS...AFTER SCHOOL AMENDED HOURS FORM

A note to parents & guardians of the galaxy:

At Bendigo Wholefoods we created 'youngling' roles due to a star-wars (few fans) moment at work talking about what the future looked like at Bendigo Wholefoods? Yoda knew the future needed younglings trained up to do good work...so we set about running an after-school team and ran this for 10 years or so then stopped due to Covid etc. We have one youngling left who is now a JEDI master of the Wholefoodery and has been with us since he was 15, worked with us for 7 years and is in his final year of University. Mick has a podcast on the Wholefoodery page about the future after COVID....



The youngling crew start on light duties due to physical development concerns from a OHS safety point of view. The youngling role is designed to support young people with a few shifts and limited hours after school and some weekends to enter the workforce and experience what it is like to have a job and be part of a team. Just like a sporting team there is an expectation that our young staff take their commitment to their role seriously. This means maintaining their shifts during the school holidays, supporting each other with covering shift changes, etc. We love the energy they bring to their roles and the experiences we both share. And we hope they love food, cooking and sharing as much as we do!

When we employ youngling team members we are expecting them to do some extra work over the school holidays. We also expect them to pick up extra hours during the busy seasons (outside of school hours of course) and to support their work-mates by covering shifts, as their work-mates will do in return for them. We work on a flexible team basis and to allow for this flexibility we expect that these young employees will work things out together to keep things running smoothly. We treat these young employees as adults, and we believe that that this working environment helps to prepare them for the big wide world and of course the galaxy. Our rostering structure allows that all team members are given up to 4 weeks holidays per year. We want our youngling staff to know the difference between a job and work and pride in work and pride in workplace belonging and being part of something good, meaningful, productive, and purposeful. And of course, there is some warm welcoming, friendly, and free-ranging fun to be had...

So it's time to hand over the light saber! And sign below next page.... 😊

YOUNGLINGS...AFTER SCHOOL AMENDED HOURS FORM

- **BWF “WORK READY” -PRE TRAINING:** + Add certificates to your job application.
 - **FOOD SAFETY:** <http://dofoodsafely.health.vic.gov.au/index.php/en/>
 - **ALLERGY TRAINING:** <https://foodallergytraining.org.au/>
 - **COVID 19 TRAINING:** <https://www.health.gov.au/resources/apps-and-tools/covid-19-infection-control-training>
 - **CAN DO TWO SHIFTS PER WEEK – INC SATURDAY OR SPRING SUMMER SUNDAYS??**
- **FAIRWORK EMPLOYMENT INFO:** Please take some time to understand this INFO!
 - **STARTING A NEW JOB:** <https://www.fairwork.gov.au/tools-and-resources/online-learning-centre/starting-a-new-job>
 - **FAIRWORK INFO STATEMENT:** <https://www.fairwork.gov.au/employee-entitlements/national-employment-standards/fair-work-information-statement>
 - **YOUNG WORKERS GUIDE:** <http://www.fairwork.gov.au/tools-and-resources/best-practice-guides/employing-young-workers>
 - **GENERAL RETAIL AWARD PAY GUIDES:** <https://www.fairwork.gov.au/pay/minimum-wages/pay-guides>

DAY / WEEK / MONTH / SEASON / YEAR – AVAILABILITY? Your Job application will request AVAILABILITY INFO for WEEKLY ROSTERS. BELOW is a REQUEST to for dates or times of year that you foresee any clashes with your working schedule (Does the whole family go camping every January? Perhaps a trip to Bali over winter?): ~ Length of time away and SPECIFIC TIMES AND DATES! Are required in your FIRST YEAR OF EMPLOYMENT!

SCHOOL TERMS?	SEASON AND BUSY TIMES AT THE SHOP	COMMENTS/NOTED ISSUES WITH DATES
TERM 1	AUTUMN AND EASTER – march, April, may (BUSY)	
TERM 2	WINTER – June, July august	
TERM 3	SPRING – September, October, November (BUSY)	
TERM 4	SUMMER AND XMAS – December, January, February (SUPER BUSY)	Must be able to work December to January

Clause 13.4 Casual employees (school-based employees)

The standard minimum daily engagement of a casual employee is 3 hours. Provided that the minimum engagement period for an employee will be one hour and 30 minutes if all of the following circumstances apply:

1. The Employee is a casual Employee, and
2. The employee is a full-time secondary student; and
3. The agreement applies only in circumstances where the Employee is rostered to work between the hours of **3pm and 6.30pm** on a day which they are required to attend school; and
4. By signing below the Employee and a parent and guardian of the Employee agree that the employee may work a shorter period than three hours; and
5. The **minimum period** of which the Employee may be engaged under this **agreement is 1.5 hours**; and
6. Employment for longer period than the period of engagement is not possible either because of the operational requirements of the Employer (**often closed by 6.30pm**) or the unavailability of the Employee.

SIGNED BY PARENT or GUARDIAN & APPLICANT:

PARENT GUARDIAN NAME:

SIGNATURE:

DATE:

JOB APPLICANT NAME:

SIGNATURE:

DATE:

Note: We suggest Parents/Guardians should review POSITION DESCRIPTION that needs to be signed and discuss things like. What work is? Jobs? A position description? Role? Responsibility, Availability, Reliability, Teamwork, Expectations, Reality Checks etc