

Key things to remember:

- **Communication is key** – employers are volunteers, not ‘providers’ and need your guidance and expertise to make sure they are adding value to your students and your teaching kete.
- **Identify possible dates for activities early in the year even if you don’t know exactly what the year is going to look like.** Many employers need several weeks’ notice to block out their diaries and have time to organise workplace visits at a time that will also suit you. If you can identify possible weeks for activities early in the year these can be pencilled in then confirmed closer to the time. This also gives everyone a timeline to work towards.
- **SSEP is an alternative way of delivering curriculum, not an add on.** The closer links you can make between classroom learning and industry application the more valuable the experience is for everyone. Show employers previous test papers or curriculum outlines to help them understand your teaching objectives so they can create relevant and meaningful activities for students.
- **Provide your employer partners with feedback before and after activities.** SSEP employers REALLY want to do a good job for you and your students and need your help and input. Most employers come into SSEP having no clue about curriculum, whether their ideas are too easy or complex for your students or how to keep students engaged. The more input you have into the activities the better they will be.
- **Prepare your employer partners for your students.** Talk to the employer about your students and how you manage any behavioural issues in advance so there are no surprises. Different schools and teachers have different expectations of their students.
- **Prepare your students for the employers.** Please play your students the ‘**Introducing students to SSEP**’ video in the **Engagement** section of the **SSEP Resource Centre**. This short video by students for students covers what SSEP is, how they can get the most out of it and what their responsibilities are (including health and safety obligations on workplace visits).
- **Make sure your employer partners feel valued.** The objective of SSEP is for your school and your employer partners to develop long-term relationships that are mutually beneficial. Most employers come into SSEP saying ‘if I can just switch one kid on it will be worth it’. As you know your average 14-15 year old doesn’t tend to be too forthcoming with feedback, so please follow up on activities with a couple of gems you’ve observed in your students before you move on to the next thing.
- **Students are the responsibility of the teacher both in school and on workplace visits. If students are playing up during employer activities, PLEASE STEP IN.**
- **Ideas for what others have done during in-class activities and workplace visits can be found in the **ACTIVITY EXAMPLES** section of the **SSEP Resource Centre****