



FOAE WORKPLACE LEARNING - SOCIAL WORK – Professional Field Education – Place of Employment

(FOR STUDENTS IN THE BACHELOR OF SOCIAL WORK & MASTER OF SOCIAL WORK - PROFESSIONAL QUALIFYING)

PROFESSIONAL FIELD EDUCATION IN YOUR PLACE OF EMPLOYMENT

Generally, Field Education must be undertaken in a practice setting and field of practice which is different from your place of employment or regular voluntary work.

Under **exceptional** circumstances one placement opportunity may be undertaken in an agency where employment or voluntary work is being, or has recently been, undertaken. This depends if all other AASW requirements for field education is met. Any placement undertaken in a student's place of employment or voluntary work will be for a maximum of 72 days (500 hours). If you complete the Professional Practice Assessment (PPA) strand it may not be possible for you to complete a placement in your place of work if this is the same practice context.

In these circumstances, the Placement Establishment Academic (PEA) will make a recommendation to the Associate Head of School. Generally, this is based on the PEA being satisfied that the following conditions have been met:

- The student has been in their place of employment for 12 months or more; this may be different part of the organisation to their current role.
- The student will have appropriate learning opportunities and educational goals, and sound educational processes are in place.
- The student will be allocated tasks or projects in a field of practice which is different from the field of practice this student is employed in.
- The student is not carrying any workload related activities while they are on placement.
- The field educator is a social worker who is not the student's usual supervisor.
- Completion of the Agency Agreement for Social Work Placement in Student's Place of Work form (emailed to you by your Placement Establishment Academic (PEA)).
- Completion of the Workplace Placement Plan form (emailed to you by your Placement Establishment Academic (PEA)).
- Participation in a meeting with the workplace management and the University to assess the viability of the placement offer

Students wishing to undertake a placement in their place of employment are advised that the negotiation of such a placement will be a lengthy process due to the complexity of issues and number of people involved. The assessment of a potential workplace placement is the responsibility of the Placement Establishment Academic (PEA) and involves a written contract (as per point 6 above) between the employing agency and Charles Sturt University. A placement will not be established in a student's place of employment unless the Placement Establishment Academic (PEA) is convinced that all the conditions, stated above, can be met.

The Agency Agreement for Social Work Placement in Student's Place of Work form is reviewed and final approval is sought from the Associate Head of School. All parties are to discuss the placement plan and to sign an agreement for meeting the above conditions.

If you feel you meet all or most of the above conditions you are welcome to put your request to the Placement Establishment Academic (PEA) and Associate Head of School for consideration and further discussion.

As part of Charles Sturt University's duty of care, the student is not permitted to undertake a combined working/placement week of more than a standard working week.

FOR MORE INFORMATION CONTACT

Workplace Learning (WPL) Office
02 6933 2020 or FOAE-WPL@csu.edu.au

Workplace Learning Website
[Social Work - School of Social Work and Arts](#)