

## **Recommended Tips for Successful Orientation Approaches**

It is recommended that two orientations occur:

The first orientation prior to the first day of service gives students information about the learning site and the nature of their service placements. This type of orientation typically takes place on campus, either in class or in a required outside-of-class meeting.

The second orientation, presented by the learning site, should take place at the site where students will be working. This is an effective way for students to become aware of emergency policies, accident procedures, and the rules and regulations of the site.

“All parties are better protected if placement details clearly presented and questions are addressed. This process is not intended to scare students from participating, but rather to become aware of possible risks and responsibilities associated with their activities. Additionally, students sign the Service-Learning Plan, Participation Guidelines and Liability Waiver to agree to terms of their involvement. Effective orientations serve as both an effective learning and risk management tool.”

A good practice is to encourage students to supplement the orientations by doing additional research about the Learning Site. Inform students that they are responsible for their own safety, should discuss concerns with their faculty member or site supervisor, and should remove themselves from the site should they find themselves in any situation where their rights are at risk.