

Fulfilling the Requirements for a Site Visit - Checklist



Check each method that was employed (check all that apply)

Instructor's Name: _____

Placement Site: _____

Date: _____

- Conduct a current site visit or revisit the site.
- Rely on observations of a relatively recent site visit.
- For government sites, including schools, rely on the assumption that these sites are well maintained and safe for students. (Unwarranted assumptions should be avoided. For example, if students have been placed at a local city hall, it should not be assumed that being placed at the city's corporate yard is in the same or similar environment.)
- Rely on the record of consistent student participation and positive reports about a site.
- Converse via phone with a responsible and trusted person at the site.