Washington State Department of Labor & Industries

Student-Learner Variance Application Career and Technical Education (CTE) Worksite Learner

Employment Standards Program
PO Box 44510
Olympia WA 98504-4510

Phone: 360-902-5316 Email: TeenSafety@Lni.wa.gov
Fax: 360-902-5300 Website: www.Lni.wa.gov/TeenWorkers

Variance Requirements:

- The student-learner must be 16 – 17 years old.
- The student-learner must be enrolled in a Career and Technical Education (CTE) worksite learning program approved by the Washington Office of the Superintendent of Public Instruction (OSPI) and monitored by the minor employee's school district or enrolled in a substantially similar program conducted by a private school.
- The program must include a written and signed Worksite Learning Agreement and a Worksite Learning Plan that specifies the work of the minor in the prohibited duty must be incidental to the training, intermittent and for short periods of time, and under the direct and close supervision of a qualified and experienced adult.
- The student-learner's school and employer must keep a copy of these agreements.
- Safety instruction shall be given by the school and correlated by the employer with the on-the-job training.
- A schedule of organized and progressive work processes to be performed on the job shall have been prepared.

Conditions of the Variance

- The student-learner may not be the principal operator of the prohibited machinery.
- The duties assigned may not be such that the student-learner is constantly operating the prohibited machinery during the work shift but only doing so when required by the training experience. This precludes the student-learner from being a production worker responsible for spending a significant proportion of the workday performing prohibited work.
- The continuous performance of otherwise prohibited work may not exceed more than one hour in a workday and may not exceed more than 20% of the student-learners' work shift.
- The student-learner must train under the direct and close supervision of a qualified and experienced adult during periods when the student-learner is performing the prohibited work.
- One qualified and experienced adult worker is required for the first student-learner on-site and at least three qualified and experienced adult workers are required for each additional student-learner on-site, but only during the periods when the student-learner is performing the otherwise prohibited work.

Safety Consultation Requirement

A student-learner variance application requires a L&I Division of Occupational Safety and Health (DOSH) consultation at the worksite. As part of the application intake process, L&I will contact the employer to schedule the safety and health consultation. Once the safety and health consultation is complete, L&I will contact the employer to review the types of tools, equipment, and practices that are covered by the variance.

Required Documentation

The following documentation must be provided with the variance application:

- Copy of the Parent/School Authorization (F700-002-000)
- Copy of minors' proof of age

L&I may request or receive additional information from the employer or other parties when reviewing the variance application. The variance application and all listed documentation must be completed upon submission. If there are missing or incomplete documents, the review process may be delayed.

Washington State Department of Labor & Industries

Student-Learner Variance Application Career and Technical Education (CTE) Worksite Learner

Employment Standards Program
PO Box 44510
Olympia WA 98504-4510

Phone: 360-902-5316 Email: TeenSafety@Lni.wa.gov
Fax: 360-902-5300 Website: www.Lni.wa.gov/TeenWorkers

A. Employer Information

Business Name		Entity Name	
Washington Unified Business Identifier (UBI)		Location ID (Last 4 Digits)	
Requested time period for the variance (MM/DD/YYYY – MM/DD/YYYY)			
Contact Name	Contact Email	Contact Phone Number	
Mailing Address	City	State	Zip Code
Physical Address (Physical location where minor will be working)	City	State	Zip Code
Name(s) of worksite supervisor that will be providing direct and close supervision of the student-learner			
Date the school's worksite learning coordinator met the employer's worksite supervisor to complete the worksite assessment, worksite supervisor program orientation, and approved the worksite			

B. Student-Learner Information

Student-learner Name	Birthdate
School District	High School
Name of the qualifying CTE course(s) the student-learner is concurrently enrolled in and/or has passed and the CIP Codes (ex. CIP 460000, Commercial Construction Trades)	Name of the CTE worksite learning course the student-learner is enrolled in and the CIP Codes (ex. CIP 468888, Construction Trades Cooperative Worksite Learning)

C. Prohibited Occupation Request

Please check which prohibited occupation the student-learner will continue to be trained on (at least one box must be checked).

☐ Occupations involving operation or repair, oiling, cleaning, adjusting, or setting up of any power-driven wood-working machines.	☐ Occupations involving firefighting and fire suppression duties (forest firefighting and forest fire suppression duties are strictly prohibited – not allowed with variance).
☐ Roofing operations and work on or about a roof.	☐ Occupations in slaughtering, meat and poultry packing, processing or rendering.

☐ Occupations involving operation or repair, oiling, cleaning, adjusting, or setting up of power-driven circular saws, band saws, guillotine shears, chain saws, reciprocating saws, wood chippers, and abrasive cutting discs.	☐ Occupations involving operation or repair, oiling, cleaning, adjusting, or setting up of power-driven paper-balers or other balers, garbage-compactors, trash-compactors or other compactors, and power-driven paper-products machines.
☐ Occupations involving operation or repair, oiling, cleaning, adjusting, or setting up of power-driven metal-forming, punching, and shearing machines.	☐ Occupations involving excavations (Excavators are earth-moving machines and are strictly prohibited – not allowed with variance).

D. Prohibited Equipment

Provide a list of all prohibited equipment the student-learner will continue to be trained on. List one piece of equipment per line. If more equipment is needed, please attach an additional page with the application of the additional pieces of equipment.

Equipment name, make, model, and serial number	Material the equipment will be used on
Equipment name, make, model, and serial number	Material the equipment will be used on
Equipment name, make, model, and serial number	Material the equipment will be used on
Equipment name, make, model, and serial number	Material the equipment will be used on
Equipment name, make, model, and serial number	Material the equipment will be used on
Equipment name, make, model, and serial number	Material the equipment will be used on
Equipment name, make, model, and serial number	Material the equipment will be used on
Equipment name, make, model, and serial number	Material the equipment will be used on
Equipment name, make, model, and serial number	Material the equipment will be used on
Equipment name, make, model, and serial number	Material the equipment will be used on

E. Personal Protective Equipment

List all required personal protective equipment (PPE) the minor will be provided.

F. Signatures

Employer Signature

Employer – By signing below, I attest that I will abide by the requirements and conditions required of the student-learner variance as outlined in WAC 296-125-151: for non-agricultural employment or WAC 296-122-130: for agricultural employment.

Print Name of Employer Contact	Signature of Employer Contact	Date

Parent or Guardian Signature

Print Name of Parent or Guardian	Signature of Parent or Guardian	Date

Parent or Guardian Phone Number	Parent or Guardian Email Address

Student-Learner (Minor) Signature

Print Name of Student-Learner	Signature of Student-Learner	Date

School Signature

Worksite Learning Coordinator – By signing below, I attest that I have completed all OSPI requirements, as outlined on the worksite learning checklist in the Work-Based Learning Guide before placing the minor in the workplace.

Print Name of Worksite Learning Coordinator	Signature of Worksite Learning Coordinator	Date

Worksite Learning Coordinator Phone Number	Worksite Learning Coordinator Email Address

RESET