

Name: _____

Co-op Placement Tracking Sheet - Re-Engagement Program

Last Month's RUNNING
TOTAL = _____ hours

Company Name: _____

Month: _____

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Hourly Totals
[]	[]	[]	[]	[]	[]	[]	Total Hours for Week = _____
Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Total ABS = _____
Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Total LATES = _____
Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	
ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	
[]	[]	[]	[]	[]	[]	[]	Total Hours for Week = _____
Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Total ABS = _____
Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Total LATES = _____
Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	
ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	
[]	[]	[]	[]	[]	[]	[]	Total Hours for Week = _____
Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Total ABS = _____
Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Total LATES = _____
Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	
ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	
[]	[]	[]	[]	[]	[]	[]	Total Hours for Week = _____
Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Total ABS = _____
Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Total LATES = _____
Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	
ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	
[]	[]	[]	[]	[]	[]	[]	Total Hours for Week = _____
Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Time IN: _____	Total ABS = _____
Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Time OUT: _____	Total LATES = _____
Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	Total Hours: _____	
ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	ABS <input type="checkbox"/> Late <input type="checkbox"/>	

1) Total Hours for THIS Month = _____ hours

← (add weeks up and put TOTAL here)

Co-op Hour TOTALS

2) RUNNING TOTAL for the YEAR = _____ hours

(Total from the first day of Co-op to now)

At the end of each WEEK, email your weekly total hours to: Gavin.Burns@wcdsb.ca with the Subject Heading as : YOUR NAME co-op hours