

# REGULATIONS

LEA-R

## Student Teachers

The Amelia School Division recognizes its responsibility to the teaching profession to train competent educators for the future.

The assignment and placement of student teachers within the school is the responsibility of the Director of Personnel. While in a given school, the student teachers will be under the administrative direction of the principal of the school. The Director of Personnel will make certain that each student teacher is properly informed of the student teacher guidelines.

The following guidelines will be followed:

1. All arrangements for student teachers must be made through the Central Office.
2. Student teachers will be accepted from accredited institutions only. The written request from the institutions should be received 30 days prior to beginning date of experience.
3. The school administration will determine the maximum number of student teachers that can be effectively accepted during a given academic year.
4. The assignment, placement and orientation of the student teachers with the school system will be the responsibility of the Superintendent or designee.
5. Student teachers will be under the administrative directions of the principal of the school.
6. School administration will select as supervising teachers those staff members who are professionally qualified and who have demonstrated superior techniques.
7. A supervising teacher will have not more than the equivalent of one student teacher per semester. The Superintendent or designee may grant an exception.
8. The supervising teacher, at all times, will be legally and professionally responsible for the scholastic and personal welfare of the class.
9. Student teachers should observe the county's school calendar and teaching hours.
10. Student teachers should participate in pre-school and post-school activities whenever possible.
11. Prior to the end of the eight-week period, the minimum time for placement of student teachers, all student teachers shall assume full teaching responsibilities.

Effective: February 2002