

Stanly County - Field Experience

1. Complete and submit the following documents:
 - a. SCS Student Teacher and Internship Packet
 - b. SCS Authority for Release of Information
2. You will complete Student Teacher Orientation once cleared by HR.
3. To learn more about the Stanly County Field process go here:
[Stanly County Student Teachers & Interns](#)
4. Submit all completed documents through the Microsoft Form link available on the Field Experience website.
5. Placement confirmations will be provided by the Office of Educator Engagement and Student Success and reflected in the Brave Educator Dashboard. Be sure to check the dashboard regularly for updates.

Questions? Please contact the Director of Educator Engagement and Student Success, Dr. Kamina Fitzgerald, kamina.fitzgerald@uncp.edu

STANLY COUNTY SCHOOLS

STUDENT TEACHER & INTERNSHIP

Our District values partnerships with accredited colleges and universities in the education and development of future educators and the opportunity to host educational placements.

Student teachers will continue to be required to complete the Volunteer Background Check and will also be requested to complete an orientation through Human Resources. Upon completion of these requirements, student teachers will be notified of their approval to begin in their assigned school.

Human Resources will reach out to principals directly to request practicum/student teacher placements.

Date: _____

Name: _____

Address: _____

Phone Number(s): _____

Email: _____

Emergency Contact Person/phone number: _____

This district appreciates your willingness to volunteer. As a volunteer I understand that I cannot Volunteer for duties for which I am paid. Please be sure you have completed an application for A background check and that you have been cleared to volunteer. The district will assume the Financial responsibility for the background check.

Signature of Principal: _____

Date: _____

Signature of volunteer: _____

Date: _____

BG Cleared _____ Notified School _____ Notified Volunteer

Order approved by:

Date:

Name of Company: Stanly County Schools
704.961.3000 (p)
704.961.3099 (f)

Thanks so much for your interest in volunteering!
Our children need you!

Vision: "Stanly County Schools will partner with our families and communities to provide our students an educational foundation to promote career and college readiness, lifelong learning, and citizenship."

Volunteer's Name

School

Address

Phone

EMail

Volunteer Guidelines

In order to protect the students and their families and to achieve a program of high quality, Stanly County Schools has established certain regulations and standards which all volunteers will be expected to observe.

Legal Regulations

1. Volunteers must check in with the office to sign in and pick up a badge upon arrival at school. Volunteers must also check-out before leaving the school.
2. Volunteers must not give medications or medical treatment to an ill child. The school nurse or other authorized person at school is trained to follow the required procedure.
3. Volunteers may not promote any commercial product or brand names, any religious doctrines or beliefs, any political candidates or parties.
4. Volunteers must seek the aid of school personnel in case of discipline problems, so that the staff persons responsible for the overall care of the children can take necessary action.
5. Volunteers will at all times treat students with respect and be models of the civic values and societal norms important to our community.

**STANLY COUNTY SCHOOLS
AUTHORITY FOR RELEASE OF INFORMATION**

I authorize Stanly County Schools to perform a Criminal History Records Information Check in connection with my application for employment. I understand that Stanly County Schools and its officials and employees shall not be held legally accountable in any way for obtaining this information, and I hereby release said agency and persons from any and all liability which may be incurred as a result of obtaining such information. I further understand that Stanly County Schools cannot release the results of this criminal history record check to me.

Applicant's/Employee's Signature _____

Date _____

Please complete the following information on this form for background check to be completed by a private investigative agency. Please indicate complete name and social security number with demographic information.

PRINT NAME: _____

(First)

(Middle)

(Last)

(Maiden)

Former Name(s) and Dates Used: _____

Current Address Since: _____

(Mo/Yr)

(Street)

(City)

(State/Zip)

Previous Address Since: _____

(Mo/Yr)

(Street)

(City)

(State/Zip)

Previous Address Since: _____

(Mo/Yr)

(Street)

(City)

(State/Zip)

Social Security Number: _____

Date of Birth: _____

Driver License Number/State: _____

Telephone Number: _____

The information provided is accurate.

Signature: _____

Date: _____

Order Form

Associate Phone Number:
336.786.1962

Associate Name: Allen Edwards
Address: PO Drawer 805, Mt. Airy, NC 27030

Associate Fax Number:
888.722.9221

____ Drivers History

____ State/Federal Criminal Misdemeanor & Felony (states listed above)

____ National Sex Offender Registry Search

Order approved by: _____

Date: _____

Name of Company:

Stanly County Schools
704.961.3000 (p)
704.961.3099 (f)

Procedural Guidelines and Standards

1. Always work under the direction and supervision of a teacher or other member of the school staff. The relationship between the volunteer and staff member is one of mutual respect and confidence. Remember that the teacher is responsible for content and techniques, and it is the volunteer's duty to support the teacher.
2. Realize that information to which the volunteer has access in the school or classroom is confidential. This information should never be shared with others.
3. Volunteers must be dependable and on time. If you must be absent on your assigned day, arrangements should be made ahead of time with the teacher. In case of last minute emergencies, notify the school office to relay the information.
4. If for any reason, the volunteer must discontinue the volunteering assignment, it is important to notify the teacher and the site volunteer coordinator.
5. A volunteer who works in a classroom should make an appointment for a conference with the teacher so that the volunteer can be given specific information about duties.
6. Avoid expressing differences of opinion or dissatisfaction in the presence of students.
7. Take matters that concern you to the Volunteer Coordinator.
8. Work within the rules of the school, as set out by the principal.
9. Record the hours of service on the designated form at the school so that an accurate report can be presented to the administration and the school board.
10. Volunteers must not lift heavy tables or equipment, due to liability issues. Please make arrangements with the site custodial staff to put up tables, arrange equipment, or complete other necessary lifting tasks.
11. Volunteers are bound by the standards of conduct that apply to school employees, including discipline, confidentiality, and other rules, including local school procedures. However, volunteers will not be permitted to directly administer student discipline.
12. No volunteer may assist in a school without having been screened and recommended by the principal. The principal of each school is responsible for selection, recruitment, screening and assignment of volunteers, and may terminate the services of any volunteer.
13. As a volunteer giving of individual time in the classroom, please be mindful that younger children not of school age can be a distraction in the school learning environment and make alternate child care plans for younger children when volunteering in order to minimize classroom distractions.

Signature _____

_____ Date

_____ A Volunteer is someone who cares. Thank you for caring!
Stanly County Schools is an equal opportunity educational institution and does not discriminate on the basis of race, color, national origin, sex, disability or age.

Terry Tucker, Human Resources Assistant, Stanly County Schools Central Office.

704-961-3000

Mission statement:

Declaración de Objetivo:

We C\ _R\E (Nos Importa)

C=College and Career Readiness (Preparación de Universidad/Colegio y Carrera Profesional)

A=Academic Support (Apoyo Académico)

R=Relationships (Eelociön)

E=Excellence (Excelencia)