

## STUDENT TEACHERS

The school division will accept student teachers from accredited institutions only. All student teachers shall meet the same health requirements as staff members. The Superintendent/Designee shall have the responsibility for the assignment and placement of student teachers in the school system.

Teachers who serve as supervising teachers will have at least three years of teaching experience, with at least one of those years having been in the school to which the teacher is assigned. They will hold a valid teaching license in the endorsement area in which they are assigned. Supervising teachers must be meeting performance expectations and be chosen based on their expertise as an educator and ability to mentor a teacher candidate.

All teachers who serve as supervising teachers will be recommended by the principal of the school to the Superintendent/designee. Teachers may self-recommend with the approval of the school administration. Teachers may not make arrangements directly with a student teacher or with their college/university.

Information concerning students may be available to student teachers at the discretion of the supervising teacher and/or principal. Student teachers will respect the confidential nature of the information provided as outlined in policy JO, *Student Records*. Student teachers will follow all policies and regulations of the Albemarle County School Board that apply to teachers.

Except as otherwise stated in this policy, student teachers shall not be considered regular employees of Albemarle County Public Schools. However, liability insurance coverage may be provided, depending on the extent of division's current coverage.

Student teachers may be used as substitute teachers, only in the classroom where placed until student teaching is completed. In such cases, student teachers shall be considered temporary employees and shall be paid according to the substitute rate of pay currently in effect.

The school administration will determine the maximum number of student teachers that can be accepted effectively into Albemarle County Public Schools during a given academic year.

Student teachers will be under the administrative direction of the principal of the school. The first responsibility of the supervising teacher is the education of the students. The supervising teacher, at all times, will be responsible legally and professionally for the scholastic and personal welfare of the class.

A class will have no more than one student teacher during a regular school year. No supervising teacher will have more than one student teacher assigned per school year unless approved by the Superintendent/designee. Similarly, field placements shall be subject to approval by the building principal taking into consideration the request, the impact on the class and the ability/willingness of the teacher to accommodate the field placement.

A principal may reject or terminate any student teacher who has a negative effect on the instruction or welfare of students.

Adopted: December 8, 1997  
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