

Christ the Teacher Catholic Schools

ADMINISTRATIVE PROCEDURES

SECTION:	200 – INSTRUCTIONAL PROGRAMS & MATERIALS	CODE:	AP 295
PROCEDURE:	STUDENT TEACHERS AND INTERNS		

BACKGROUND

The Division will support and assist in the field experience program for students attending the faculties of education by accepting student teachers and interns in the schools of the Division. Arrangements will be made through the Director, who will keep the Board informed.

PROCEDURES

1. The placement of student teachers and interns shall be approved by the Director in consultation with the principals.
2. Student teachers and interns are subject to a clear criminal records check prior to serving in the Division.
3. The cooperating teacher and Principal shall be responsible for supervision of the said student during his/her student teaching or internship experience. Such activities shall normally be assigned by the responsible teacher or Principal and shall be recognized as part of the approved instructional and/or co-curricular activities in the school system.
4. Pursuant to procedure 1 above, the student teacher shall be recognized by the Division for the purposes of the student teacher's or intern's legal status as a member of the teaching staff under the jurisdiction of the Director.
5. Interns shall be paid an allowance of one hundred and fifty dollars (\$150.00) a month to a maximum of six hundred dollars (\$600.00) for the term they are completing their field experience in the Division.

Reference: Sections 85, 87, 108, 109, 175, 231 Education Act

Revised Date: June 2, 2010

Date Issued: November 21, 2007