

# FERNDALE AREA SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: STUDENT TEACHERS/  
INTERNS

ADOPTED: MAY 9, 2007

REVISED: DECEMBER 5, 2007  
APRIL 15, 2015

307. STUDENT TEACHERS/INTERNS	
<p>1. Authority</p> <p>SC 510</p> <p>SC 111 23 Pa. C.S.A. Sec. 6344</p>	<p>The Board encourages cooperation with colleges and universities within the state <b>to assist</b> in the training of student teachers and interns.</p> <p>The Board establishes that district schools shall accept student teachers and interns from accredited institutions.</p> <p><b>The Board directs that</b> student teachers and interns shall not be accepted into district schools unless they have complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of those screening processes.</p>
<p>2. Delegation of Responsibility</p> <p>SC 1418 Title 28 Sec. 23.43, 23.44, 23.45 Pol. 314</p> <p>SC 111</p>	<p>The Superintendent or designee shall be responsible to assign student teachers and interns to the schools.</p> <p>Recommendations for selection of cooperating teachers shall be made by the building principal with the agreement of the cooperating teacher and the college or university supervisor.</p> <p>The Superintendent or designee shall ensure distribution of student teachers throughout the district so that no single group of students or teachers will be subject to excessive student teacher classroom hours.</p> <p>Student teachers and interns shall comply with the health examination requirements of the state and Board policy applicable to <b>district staff</b>.</p> <p>While serving in district schools, student teachers <b>and interns</b> shall be responsible for their conduct to the supervising teacher and building principal.</p> <p><b><u>Arrest or Conviction Reporting Requirements</u></b></p> <p><b>Prior to being accepted into district schools</b>, student teachers and interns shall report, on the designated form, arrests and convictions as specified on the form. <b>Student teachers and interns</b> shall likewise report arrests and/or convictions that occur subsequent to initially submitting the form.</p>

<p>SC 111</p>	<p><b>While serving in district schools, student teachers and interns shall use the designated form to report to the Superintendent or designee, within seventy-two (72) hours of the occurrence, an arrest or conviction required to be reported by law.</b></p>
<p>23 Pa. C.S.A. Sec. 6344.3</p>	<p><b>While serving in district schools, a student teacher or intern shall be required to report to the Superintendent or designee, in writing, within seventy-two (72) hours of notification, that s/he has been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.</b></p>
<p>SC 111</p>	<p><b>A student teacher or intern shall be required to submit a current criminal history background check report if the Superintendent or designee has a reasonable belief that the student teacher or intern was arrested or has been convicted of an offense required to be reported by law, and the student teacher or intern has not notified the Superintendent or designee.</b></p>
<p>SC 111 23 Pa. C.S.A. Sec. 6344.3</p>	<p>Failure to accurately report such arrests and convictions may subject <b>the student teacher or intern</b> to disciplinary action up to and including dismissal from the program and criminal prosecution.</p>
<p>3. Guidelines</p>	<p><u>Observers</u></p>
<p>Pol. 907</p>	<p>Student teachers, interns and faculty of other educational institutions shall be offered the opportunity to visit district schools and observe classes. Such observers must be treated as any other visitor and shall be under the direct supervision of the principal or designee.</p> <p>References:          School Code – 24 P.S. Sec. 111, 510, 1418          State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq.          State Department of Health Regulations – 28 PA Code Sec. 23.43, 23.44, 23.45          Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.          Board Policy – 314, 907</p> <p>NOTES:          Chapter 8 of the State Board of Regulations has not been updated since August of 1990 and does not reflect current statutory requirements.</p> <p>SC 111.1. Employment History Review does not apply to student teachers</p> <p><b>Student teachers/interns must submit the following:</b></p> <ul style="list-style-type: none"> <li>• <b>Act 34 - Criminal Record Check</b></li> <li>• <b>Act 151 - PA Child Abuse History Clearance</b></li> <li>• <b>Act 114 - FBI Clearance</b></li> <li>• <b>PDE-6004 – Arrest/Conviction Report and Certification Form</b></li> <li>• <b>AUP Signoff - Technology, Telecommunications, and Internet Acceptable Use</b></li> <li>• <b>Health Examination</b></li> </ul>