

Regulation

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Student Teachers/Interns

## STUDENT TEACHERS/INTERNS

### A. Assignments

The tasks to which student teachers/interns may be assigned include, but need not be limited to, the following:

1. Duplicating tests and other materials;
2. Helping with classroom housekeeping;
3. Typing class materials, tests, and the like;
4. Setting up audio-visual and other instructional equipment, if qualified to do so;
5. Helping children remove and don outerwear and boots;
6. Supervising the playground;
7. Correcting workbooks, as qualified to do so and as appropriate to the sensitivity of the materials;
8. Reading aloud and telling stories;
9. Assisting with the school library program;
10. Assisting pupils locate material in reference works;
11. Assisting with the school lunch program;
12. Serving as chaperones on field trips; and
13. Serving as resource persons in a special subject area.

### B. Rules of Conduct for Student Teachers

1. A student teacher/intern may serve only under the direction and supervision of a teaching staff member.

2. A student teacher/intern should perform no duties other than those expressly assigned him/her.
3. A student teacher/intern must respect the individuality, dignity, and worth of each pupil. A student teacher or observer must never punish or rebuke a pupil.
4. A student teacher/intern must not seek access to records about an individual pupil. A student teacher or observer must respect the confidentiality of any information gained about an individual pupil, by whatever means.
5. A student teacher/intern who imparts information to pupils must be mindful of the age, maturity, and sensibility of those pupils and exercise proper care and discretion accordingly.
6. All student teachers/interns serve only in a support capacity. Only district employees are responsible for the selection, assignment, supervision and instruction of pupils participating in district funded programs.
7. All student teachers/interns must adhere to Policy 5131 and Policy and Regulation 5145.