****

Field Experience

Responsibility Contract for

Internships, practicums, student teaching and observations

1. I will complete the KPBSD volunteer application which allows KPBSD to complete a background check.
2. I will abide by all school and KPBSD rules and regulations.
3. I will be on time for field experiences and any activities and conferences agreed upon
4. I understand and have checked with my program’s Substituting Policies that if it allows substituting, it is KPBSD’s policy that I may only sub for my host teacher regardless of what stage I am at in my program. Please check with our HR Department @ 714-8888 to make sure you have met the requirements to be on the substitute list.
5. In case of illness or unavoidable absence, I will call the school by 8:00 A.M.
6. I will be responsible for completing assignments from the university courses and from the host teacher by the time specified.
7. I have read and will abide by the State of Alaska, Code of Ethics of the Education Profession.
8. I will conduct myself in a professional manner at all times.
9. I will preserve the confidentiality of all activities and relationships that are part of my field experience. I understand that I may be required by law to disclose certain information. I may also discuss, in a professional manner, situations or problems that may arise in the schools with my university faculty as part of my teacher education program.
10. I recognize that field experiences are privileges and that if I violate any KPBSD or university policies, my placement may be revoked.
11. The college will remove a student teacher if the District deems it in the best interest of the students of the Kenai Peninsula Borough so do so.

 Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_

 Student Teaching\_\_\_\_\_\_\_ Student Observation\_\_\_\_\_\_\_\_\_ Internship \_\_\_\_\_\_\_\_\_