SOUTHEASTERN GREENE SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: WORK RELEASE

ADOPTED: November 15, 2011

REVISED:

115.1 WORK RELEASE

1. Purpose

The Board shall provide a work release program for properly qualified students in accordance with this policy and established regulations.

2. Delegation of Responsibility

The building principal and guidance counselor must approve all work release programs.

3. Guidelines

Approved work releases may be granted only at the beginning of each semester. No credit **shall** be awarded. The following criteria also must be met:

- 1. Written consent from the parent/guardian.
- 2. Written employer consent, includ**ing work** hours, salary, job description, and a promise of employment for the entire year if the student performs satisfactorily.
- 3. The guidance counselor **shall** make periodic visits to the work site.
- 4. If the employment should cease, the employer **shall** notify the school, and the student must resume a full-time student status.
- 5. Constant tardiness and absenteeism from school **shall** result in a withdrawal from the program.
- 6. Attendance records must be received from the employer monthly **and shall** be turned into the principal/guidance counselor.
- 7. The program will involve only seniors.

Students enrolled in the work release program must attend their morning classes in order to work on that day.