

Poolesville High School
Student Aide Permission Form

Before a student is assigned to a student aide position, he/she must complete the following:

1. Obtain the signature of the staff member who will supervise the student.
2. Obtain the signature of the staff member's department resource teacher.
3. Obtain parent's signature (unless the student has received age of majority status from the PHS Registrar.)
4. Obtain grade level administrator approval. 9th & 11th – Mr. McKenna / 10th & 12th – Ms. Rivas-Smith
5. Follow original schedule until a new copy of your schedule is delivered to you.

EXPECTATIONS

The student is expected to stay with the assigned teacher at all times unless running an errand for that teacher. The student must have a hall pass while running errands. The student will not visit counseling services during the aide period. Student aides are not allowed to leave school grounds during the aide period.

Date: _____

Student's Name: _____ ID#: _____ Grade: _____

Period: _____ Semester 1 Course being dropped (*if applicable*): _____

Period: _____ Semester 2 Course being dropped (*if applicable*): _____

Staff person to whom the student will be assigned:

Name: _____ Signature: _____ Date: _____
Please print

Room # to where the student will be assigned: _____ ← **Required!**

Signature of the resource teacher/dept. chair: _____ Date: _____

I understand that Poolesville High School encourages students to enroll in courses which will promote their academic growth in preparation for college and employment. I am aware that students who are student assistants do not receive academic credit for this activity. The student assistant assignment does not appear on the student's transcript.

Parent's Signature: _____ Date: _____

Student's Signature: _____ Date: _____

Administrative Approval: Yes No

Administrator's Signature: _____ Date: _____