

**SCHOOL DISTRICT OF ST. LUCIE COUNTY
DIVISION OF INSTRUCTION
COMMUNITY SERVICE PROGRAM - APPLICATION FOR PLACEMENT**

AGENCY: _____		DATE: _____	
I intend to place _____			
(First Name)	(Middle)	(Last)	(Telephone Number)
_____		City, State	Zip Code
(Number and Street Address)			
in the capacity of _____			
(Duties of Student)			
_____		_____	
(Name of Organization)		(Telephone Number)	
_____		City, State	Zip Code
(Number and Street Address)			
for _____ days per week, _____ hours per day, between the hours of _____ A.M. and _____ P.M.			
(Appropriate hours must be filled in)			

ORGANIZATION'S RESPONSIBILITIES IN COMMUNITY SERVICE EDUCATION: The Organization agrees to place the student in the placement specified above for the purpose of providing volunteer experience of instructional value. The activity will be under the supervision of a qualified supervisor, and will be performed under safe and hazard free conditions. The student will receive the same consideration given employees with regard to safety, health, general work conditions, and other policies and procedures of the organization. The organization will adhere to all state and federal regulations regarding employment, child labor laws, and will not discriminate in policies, educational programs or activities for reasons of race, sex, color, religion, national origin, marital status, age or handicap.

TEACHER/COORDINATOR'S RESPONSIBILITIES IN COMMUNITY SERVICE EDUCATION: The teacher/coordinator agrees to contact the service site and continue a close working relationship with the person to whom the student is responsible while on the job. The teacher/coordinator will contact each student's parent and/or guardian prior to placement and during the school year. The local education office will keep each student's Training Agreement on file for three year.

PARENT'S/GUARDIAN'S RESPONSIBILITIES IN COMMUNITY SERVICE EDUCATION: Parents and/or guardian agree for the student to participate in Community Service Education as provided by the public schools.

STUDENT'S RESPONSIBILITIES IN COMMUNITY SERVICE EDUCATION: The student agrees to follow rules and guidelines established by the school, organization, and coordinator with regard to hours of service, school attendance and reporting procedures.

This document establishes an agreement between the school and organization on the conditions of service to be given a student while on the site. It should not be interpreted as a legal instrument nor as any form of binding contract.

WE, THE UNDERSIGNED have read this Training Agreement and understand the conditions and provisions contained therein. It is understood that the School of St. Lucie County, its agents and employees assume **NO** responsibility for illness, injury, or loss incurred by the student or organization as a result of participation in this program.

Student _____	Teacher/Coordinator _____
Parent/Guardian _____	Principal _____
	Organization _____

INSTRUCTIONS FOR PROCESSING COMMUNITY SERVICE PROGRAM APPLICATION FOR PLACEMENT

1. The teacher/coordinator takes the form to organization to be filled out and signed.
2. The teacher/coordinator secures signatures of parent/guardian and student and signs the form.
3. The teacher/coordinator gives organization and student a copy of the form and retains one for file.