

**Washington State Center for Childhood Deafness & Hear Loss**

POLICY: 5600

Adopted: December 5, 2008

Revised: November 18, 2011

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**SUBJECT: Student Teacher/Intern**

Approved by:

  
Nita Kamphuis, Chair, Board of Trustees

WSD recognizes its responsibility to assist in the pre-service development of teachers, counselors, school psychologists, transition specialists, and related service providers. WSD will work with accredited institutions of higher education to offer placements for student teaching and internships.

The superintendent will coordinate all requests for student teaching and internships with the principal and/or director of residential services. If space is available, a student teacher/intern may live in a room on campus at no charge for the duration of the internship. Students may purchase lunch and dinner meals at the established staff rate or purchase and prepare their own meals.

**General Guidelines/Expectations**

1. The institution of higher education will provide WSD with written guidelines for successful completion of the student teaching/internship experience.
2. WSD will assign a mentor teacher or professional who has agreed to fill this role and who has at least three years of experience in the specific area (i.e. teaching, counseling), including a minimum of one year experience at WSD.
3. A mentor teacher/professional will not be assigned more than one student teacher/intern per school year.
4. The mentor teacher/professional always retains ultimate responsibility for the class or caseload.
5. The student teacher/intern will assume the same conditions of employment as a regular teacher/professional with regard to health examination requirements, length of school day, staff meetings and in-service training unless exceptions are identified and agreed upon in writing between the institution of higher education and WSD.
6. The institution of higher education is responsible for ensuring fingerprinting and a criminal history background check (WATCH or resident state instrument) is completed on the student teacher/intern prior to the start of the assignment at WSD. Evidence of this requirement being met will be given to the superintendent before the student teacher/intern moves onto campus or begins work with students. The student teacher/intern will remain a student of the institution of higher education and will in no sense be considered an employee of WSD.
7. The student teacher/intern will maintain professional boundaries with regard to interaction with students.
8. The institution of higher education, WSD and the student teacher/intern will sign a mutual agreement prior to the start of the assignment outlining what each party will provide.