

Unity School District - Board of Education

Administrative Rule 342.6

Work Release and Youth Apprenticeship

Last Revised 9/11/2018

Unity High School has developed a Work Release and Youth Apprenticeship Program to afford students the opportunity to gain additional experience and training in jobs that might lead to a future career. The program is not open to students who are merely interested in leaving school in order to report to their jobs prior to the end of the school day. The following principles govern the Work Release Program.

1. The program is open to seniors and juniors.
2. In order to participate in the program, the student must apply to the High School Principal. The application must be made for each trimester. In order to participate, the application must be received five days prior to the start of the trimester.
3. The student must make a specific, detailed request in writing to the high school principal which, upon administrative approval, results in a contract signed by the student, parent, employer, and high school principal allowing the student to be released from school to participate in employment on a regular basis.
4. Only first and sixth hours (the beginning and end of the day) are allowable for work release. Special circumstances may be considered for a first and second hour or a fifth and sixth hour arrangement. The maximum time allowable for release may not be more than two school periods.
5. In order to participate in the work release program, the student must maintain at least a 2.5 GPA. The student will become ineligible to participate in the work release program if the grade requirements are not maintained.
6. The student's schedule must make participation in the work release program possible without causing section overloads or section imbalances.
7. Students must not be credit deficient, and must be on pace to graduate with their class.
8. Transportation is the responsibility of the student and their family. A liability waiver/permission form will be required.
9. The employer should provide a written statement that justifies the work release.
10. The employer must agree to provide attendance and performance reports for the student to the Unity High School counselor. Students who are granted the work release privilege must provide the counselor with a weekly work schedule, must maintain at least 90% attendance at the work site, and must earn a satisfactory work evaluation from their employer each trimester.
11. The student must be in regular school attendance in classes and not considered habitually truant.
12. Unity School District offers no credit for work release.
13. This privilege may be revoked without warning if, in the judgment of the building administration, it is being used inappropriately or abused by the student. If this privilege is revoked for a student, he/she will not be considered for it again.