



Student Teacher Observation/Placement Request

CRIMINAL HISTORY AUTHORIZATION FORM ADDENDUM TO APPLICATION (Confidential)

The Mansfield Independent School District Board Policy GKG (Legal) requires certain prospective student teachers to sign a statement allowing the District to obtain criminal history record information. A portion of the Board Policy reads as follows:

It is District policy to conduct a criminal history record on all adults (age 18 years and older), who work alone with children on school-related activities on or off District property, excluding parents or legal guardians who are working alone with their own children. This policy is designed to protect children.

In order to effectively implement this policy, the following definition of “alone” is hereby adopted. A student teacher works “alone” with a student when the student teacher:

1. Engages in regular one-on-one interaction with a student on any campus location without the presence of other adults and/or students; or
2. Works individually with any child on school-related activities outside the school campus.

The University or Program Director shall inform the prospective student teachers when their services are to begin, **which will not occur until after review of the individual’s criminal history record.**

PLEASE PRINT:

College/University _____

Full Name: _____
 Last First Middle

Date of Birth: _____
 MM/DD/YYYY

Female _____ Male _____ Ethnicity: _____

I understand the information I am providing about age, sex, and ethnicity will be used solely for the purpose of obtaining criminal history record information for my service as a student teacher for the District.

Signature

Date

IMPORTANT: Student Teaching Requests need to be completed and returned to your program placement office. Observation Requests need to be completed and emailed to Nikki Wright at nikkiwright@misdmail.org.