ADVANTAGE ACADEMY SUBSTITUTE TEACHER REFERENCE MANUAL

ACKNOWLEDGMENT PAGE

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Last Name *(printed)* First Name *(printed)*

I understand that the procedures contained in the Advantage Academy Substitutes Reference Manual, have been approved by the school's Board of Directors and are part of the districts policies, rules and regulations that apply to all substitute teachers. I consent to all requirements stated and implied in each publication/document that I have been made aware of.

I understand that the policies and procedures contained in this manual constitute school leadership and management guidelines only, and are in no way to be interpreted as a contract between Advantage Academy and myself. I further understand that Advantage Academy reserves the right to change, modify or delete any of its work rules and policies at any time and without notice.

I have read and understand the Advantage Academy Substitutes Reference Manual and have received a copy for future reference. I agree that if I have questions or concerns about my role and responsibilities as a substitute teacher for Advantage Academy, I will bring them to the attention of the Campus Principal and the Advantage Academy HR Department.

My signature below is acknowledgement that I agree to all stated in this acknowledgement and that I will comply with all policy references from this manual and the AA Employee Handbook as they relate to my assignment as a substitute teacher for the school. I have also been made aware of the possible consequences I face by failing to adhere to the outlined rules.

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Signature Date