

**St. Dominic High School
Summer 2024 Work Program**

St. Dominic offers students the opportunity to work off part of his/her tuition bill by working approximately 4 days per week (Monday-Thursday), 8 hours per day, from 7:30 a.m. to 3:30 p.m. (1/2 hour for lunch and a break) for a period of 3 weeks in the summer. The pay (which is applied directly to the tuition) is \$12.30 per hour with adjustments for experience. ***The tentative summer work schedule for the first session is from Tuesday, May 28, 2024 through Thursday, June 13, 2024 and the second session is Monday, June 17, 2024 through Thursday, June 28, 2024 and Monday – Thursday, July 8 – 11, 2024.***

In order to determine the students in need of this opportunity, we are asking that each student who requests summer work must fill out this form and the Smart Aid application indicating financial need. This application is found on our website www.stdominichs.org/parents. Click on the Parents link, the Financials Tab, then Tuition Assistance (Smart Aid) link.

Guidelines for admittance to the summer work program include:

- 1) This Summer Work Application must be completed and sent to the appropriate individuals
- 2) The student must be in need of financial assistance and fill out the Smart Aid application.
- 3) The student must fulfill the time requirements and performance standards to remain in the program
- 4) The student must show diligence in work, willingness to concentrate on the task assigned, and acceptance of a variety of jobs
- 5) The student must be able to work without constant supervision

Students will be assigned various indoor and outdoor work assignments. Students are expected to work the entire time without radios or audio devices. Any student found not working will be given a warning. The second warning will mean automatic dismissal from the Summer Work Program.

Each student must obey any staff member of SDHS; teachers, maintenance personnel, secretaries and administration. Mr. Steve Wing, Facilities Manager, must be notified of any tardiness, absence, or early departure in advance. For any of these conditions to occur, parental explanation is necessary.

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Please fill out the following information and return to SDHS no later than March 15, 2024.

Name of student: _____ Home Phone Number: _____

Address: _____ City/State /Zip: _____

Current School: _____ Parish: _____

Principal's Name: _____ School Phone Number: _____

1. What is the family income situation? Please state the job of your mother and/or father, estimated income for the family and any money-making jobs you will have during the school year and/or summer:

2. Describe any family or financial situations that should be known by the school.

3. Why do you wish to work in the SDHS Summer Work Program?

4. Please list any summer camps or other activities that you are planning on attending. This may affect which session you work. We will **NOT** allow students to leave work study for summer camps.

5. Do you have any physical problems that we should know about? (Allergies, physical conditions, acute reaction to bee/wasp stings, back problems, etc.) NO_____ YES_____ (If yes, please explain)

6. List any previous job experience that would be helpful at SDHS

Please list the name and telephone number of a relative or friend that could be reached in case of an emergency:

Name: _____

Relationship: _____ Phone #: _____

Because we are aware of previously scheduled family vacations, or other reasons you made need to have your child not work a certain time, please mark which 3 week shift would work best for you. We will try to accommodate your needs when making our schedules.

____ May 28th – June 13th

____ June 17th – June 28th and July 8th – 11th

Signature of Father – Contact # _____

Signature of Mother – Contact # _____

Please mail or return this completed form by March 15, 2024, to:

Summer Work Program
St. Dominic High School
31 St. Dominic Drive
O'Fallon, MO 63366