THE SCHOOL DISTRICT OF CLAYTON

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claytonschools.net

The School District of Clayton welcomes requests for student observations of 30 hours or more. Each building may decide whether to accept a placement. Students must remain in the presence of a certified staff member at all times.

Placement requests

When Human Resources receives a written placement request, HR will enter it into the placement database and forward it to the building principal for consideration. If a building receives a request directly from a student or university, please notify Rachel Benz in Human Resources.

The student or university must provide the following:

Placement details

- Written placement request from the university
- Description of the assignment
- Certification level and subject
- Assignment start and end dates, or total hours required
- Student profile, bio, or résumé
- Student transcripts

Background check clearance

- Documentation of a Missouri State Highway Patrol Criminal Record Check completed within the last six months
- Documentation of a Division of Family Services Central Registry Child Abuse Search completed within the last six months

TB test results, Family Center placements only

- Documentation of a negative tuberculosis test completed within the last six months

Placement decision

Please notify Rachel Benz whether the building accepts or declines the placement so the university can be informed promptly.