



**GRAND TERRACE
HIGH SCHOOL**
Teacher Aide Contract

Student Name:		Student ID:	
Grade Level:		Counselor:	
OFFICE USE ONLY	Date Received:	Date Entered:	
Requirements Met:			
<input type="checkbox"/> GPA: _____ <input type="checkbox"/> Grade Level <input type="checkbox"/> Good Attendance <input type="checkbox"/> TA Credits: _____ <input type="checkbox"/> Teacher Recommendations <input type="checkbox"/> Space			

Term(s): <input type="checkbox"/> 1 st Semester <input type="checkbox"/> 2 nd Semester <input type="checkbox"/> Entire Year	Class to Drop:	Period:
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I would like to be an teacher aide for: Teacher Name: _____ Course: _____ Period: _____	Students must attach: <input type="checkbox"/> Attendance Print Out Special instructions:
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- STUDENT REQUIREMENTS:**
- All students must sign this agreement.
 - All students must be in the 11th or 12th grade.
 - Students must be in class on time and have good attendance.
 - Students can only TA for a maximum of 2 periods per semester (this includes Office Aides and Media Aides). The maximum number of TA credits allowed in high school is 20.**
 - Students may not TA for the same teacher twice during a semester.
 - Students must understand that T.A.'s do not get an A – F grade, they can only get a Pass/Fail only.
 - Students must have a 2.0 GPA from the previous grading period (quarter or semester).
 - Students must have good attendance, in order to be approved.

- PARENT RESPONSIBILITIES:**
- Parent must sign an agreement authorizing the school to assign T. A. status to their student.
 - Parent must counsel with student to prevent misuse of the T. A. Program

- STUDENT RESPONSIBILITIES:**
1. Follow instructions from the adult(s) to whom I am assigned.
 2. Be polite, quiet, responsible, and respectable throughout the day, especially while on duty.
 3. Bring work, keep busy and maintain a professional attitude during my working periods.
 4. Follow all rules pertaining to all Grand Terrace High School students on a daily basis including tardies, truancies, discipline, and dress and grooming code.
 5. Students are not to visit or loiter with other students when going to other classrooms or offices during TA period.
 6. **Must** wear appropriate identification, when out of the classroom.
 7. Must sign in with teacher before being out of the classroom.
 8. Aides must not take an excessive amount of time on campus if they need to take something to another room or office. **NOT MORE THAN 10 TO 15 MINUTES.**

CONFIDENTIALITY – all information is kept in the strictest of confidence.

Referrals, excessive absences and/or tardies or in any way violating this contract may cause a student to fail the TA class and receive no credit and/or be transferred to study hall for no credit.

Student Signature	Parent Signature
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Counselor Signature	Counselor Name:	Head Counselor Approval
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