

TRUMBULL PUBLIC SCHOOLS  
BOARD OF EDUCATION  
POLICY MANUAL

SECTION: **4000**  
CATEGORY: **Personnel – Certified and  
Non-Certified**  
POLICY CODE: **4122/Student Teachers**

**STUDENT TEACHERS**

**Policy Statement**

The Trumbull Board of Education recognizes that it has an obligation to assist student teachers in gaining the valuable experience of classroom instruction and that every effort should be made to place student teachers in a situation where there will be optimal opportunity for success. The Board of Education also recognizes that in order to fulfill successfully the above it must establish certain regulations that will guarantee that Trumbull students will continue to receive a high standard of instruction while student teachers receive the best possible teaching experience. Student teachers must follow all policies and guidelines as does any other employee of the Trumbull Public Schools.

Adopted: 9/16/1975  
Revised: 4/10/1994, 6/3/2008,  
3/27/2018

**References**

- Connecticut General Statutes §10-221d
- Trumbull Board of Education Policy Code 4212.5: Security Checks

**Regulations**

1. All requests by colleges or universities for placement of student teachers will be made through the District Facilitator or his/her designee.
2. Prospective student teachers will submit a written application. Prospective student teachers will be screened and interviewed by the building principal or his/her designee and the prospective cooperating teacher or his/her designee before placement is allowed.
3. Student teachers must abide by the school calendar and daily schedule during their tenure of student teaching.
4. It is the responsibility of the cooperating teacher to recommend termination, at the earliest possible date, to the college/university supervisor and building principal if it appears that a student teacher's performance is not adequate.
5. Student teachers shall be required to undergo the same state and national criminal history records checks required for District employees.
6. All student teachers must follow both their college/university and District-wide policies.
7. Trumbull teachers who serve as cooperating teachers must be TEAM-trained with a current certification and recommended by their principals/supervisors for the role, and participate on a voluntary basis.