

October 16, 2020

Attention Seniors:

If you are interested in Work/College release, please see the information below that outlines the program. Remember 30 credits are required for graduation. If you have questions regarding your credits, please contact me. Applications for the work release are available in the office and guidance office. **All applications MUST be returned by December 18, 2020. All employers will be verified.** Please see me with any questions or concerns.

## **Work Release Program**

Frazier School District recognizes that as students reach their senior year there sometimes exist a need to be released from school on a daily basis for reasons of employment and/ or family illness. This Work Release Program is designed to meet that need while ensuring that the student fulfills all of the requirements needed to graduate from Frazier High School

### **Requirements**

1. The applicant must be a 2nd semester graduating senior.
2. The applicant must have a class schedule that will fulfill all requirements for graduation.
3. If under age, the applicant must possess a valid Employment Certificate.

**To continue in the Work Release Program, the student must submit an Employer Verification Form that shows the hours worked and that employment is continued to the school guidance counselor at the end of each month. The form will reveal the days and hours that the student has worked and contain a description of his/her job duties and other accomplishments related to the position. A minimum of six (6) hours per week must be worked during the school day.**

Participation in the work release will be terminated when the student's job is terminated. **Work release will also be terminated when the student accumulates more than three (3) unexcused absences or more than five (5) unexcused cases of tardiness to school.** Work release will also be terminated if the student's grade point average falls below 1.75 or if the student receives an "F" in any of his/her classes during any grading period.

**Under no circumstances will any student, approved for this program, be released from school prior to the end of their second period class.**

The Work Release Program may be applied to situations involving long-term family illness. If a student is to be released for a reason of long-term family illness, the student must present proof that he/she is needed at home. This proof will be in form of a letter from the student's family doctor. The letter will describe the need for the student's early release and will list the days and hours that he/she will be needed at home. The student must also present a letter from his/her parents verifying the need for the student to be at home and granting permission to be released

at a designated time. This requirement for parental verification will be waived if the applicant is eighteen years of age or older and no longer lives with his/her parents. This requirement will also be waived if the applicant has been declared an emancipated youth as provided by law.