

Substitute
Sign Off Sheet

This document must be signed and returned to Human Resources. If you fail to return this document you will be removed from our substitute list.

Unless the Chariho Regional School District hears from you to the contrary we intend to maintain your name on our substitute list for the 2018-2019 school year.

Upon being hired you received the following documentation:

- Chariho's 403B Eligibility Information - Salary Reduction Contribution
- Affordable Care Act letter

All Chariho substitutes are required to read the following policies located at <http://www.chariho.k12.ri.us/policy>

Section II – School Administration

- Abused and Neglected Children
- Bloodborne Pathogens Policy Exposure Control Plan
- Crisis Response
- Family Rights Policy
- Retention of Records

Section III – Fiscal Management

- Purchasing Policy

Section IV - Personnel

- Code of Conduct
- Drug-free Workplace Policy
- Personnel Management System
- Harassment Policy

Section VI - Students

- HIV Infected Students in School
- Nutrition and Physical Activity
- Prevention and Crisis Intervention/Physical Restraint
- Substance Abuse Policy
- In addition to the above: I understand that I am responsible for compliance with all policies of the Chariho Regional School District Committee. The compliance policy manual is available at www.chariho.k12.ri.us/policy

I have read and understand the policies listed above.

Name: _____

Signature: _____

Date: _____