

# DUCHESNE HIGH SCHOOL SUMMER 2020 WORK PROGRAM APPLICATION



Work study is available during the summer months for interested students. Each student will be able to work off part of his/her tuition bill by working approximately 4 days per week (Monday-Thursday) from 7:00 a.m. to 2:00 p.m. (with ½ hour lunch and other breaks). The pay is applied directly to the tuition, without deductions. The rate is \$8.75 per hour. The program is open to a limited number of students. Awards are made based on financial need and will be prioritized on a first-come, first-serve basis.

*The tentative summer work schedule is from Monday, June 1 through Thursday, June 25, 2020 and Monday, July 6 through Thursday, July 30, 2020, excluding 4<sup>th</sup> of July.* Students may be awarded a 4-week or 8-week plan. Students working the full time could be credited with \$2,000 towards their tuition.

In order to determine the students in need of this opportunity, we are asking that each family requesting summer work fill out this form and the FACTS application indicating financial need. This form may be obtained from school office or go to DHS website.

Guidelines for admittance to the summer work program include:

- 1) The Summer Work Application must be completed and sent to the DHS Business Office
- 2) The family must be in need of financial assistance and fill out the FACTS application on-line
- 3) The student must fulfill the time requirements and performance standards to remain in the program
- 4) The student must show diligence in work, willingness to concentrate on the task assigned, and acceptance of a variety of jobs
- 5) The student must be able to work without constant supervision

Students will be assigned various indoor and outdoor work assignments. Students are expected to work the entire time. Any student found not working or misbehaving will be given a warning. The second warning will mean automatic dismissal from the Summer Work Program.

Each student must obey any staff member of DHS; teachers, maintenance personnel, administrative assistants, and administration. Ms. Georgia Sutton, Facilities Manager or the Program Supervisor, must be notified of any tardiness, absence, or early departure in advance. For any of these conditions to occur, parental explanation is necessary.

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Please fill out the following information and return to DHS no later than Tuesday, March 31, 2020.

Name of student: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ City/State /Zip: \_\_\_\_\_

Current School: \_\_\_\_\_ Parish: \_\_\_\_\_

Principal's Name: \_\_\_\_\_ School Phone Number: \_\_\_\_\_

What is the family income situation? Please state the job of your mother and/or father, estimated income for the family and any money-making jobs you will have during the school year and/or summer:

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Describe any family or financial situations that should be known by the school:

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Why do you wish to work in the DHS Summer Work Program?

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Please list any sports, vacations or other activities that would keep you from working anytime this summer:

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Do you have any physical problems that we should know about? (Allergies, physical conditions, acute reaction to bee/wasp stings, back problems, etc.)

NO

YES

(If yes, please explain) \_\_\_\_\_

List any previous job experience that would be helpful at DHS:

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Please list the name and telephone number of a relative that could be reached in case of an emergency:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_

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(Signature of Father)

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(Signature of Mother)

**Please mail or return this completed form, by Tuesday, March 31, 2020 to:**

Duchesne High School  
Attn: Roseann Ogden  
2550 Elm Street  
St. Charles, MO 63301