



GCA Student Worker Employment Participation Agreement

Georgia-Cumberland Academy

IN EFFECT DURING STUDENT ENROLLMENT AT GCA.

First Name: _____ Last Name: _____

Objectives of Work-Study Program

The educational philosophy of Georgia-Cumberland Academy (GCA) recognizes each student’s full potential is best realized when the educational program incorporates opportunities for growth and development – academically, physically, spiritually, and emotionally. Our formal and informal curriculum is designed to provide a balance of head, hand and heart learning opportunities and to intentionally integrate character development, personal planning, and responsibility with a focus on service to the community and to the church.

We want our students to enjoy the benefits of structured work experience while practicing emerging life skills and to motivate them to attain a college degree.

Specific Duties Performed

Students shall be employed in a safe workplace and assigned to work in an occupation permitted under the State of Georgia and Federal labor laws (*See the other side, page 2, of this form for detailed stipulations*).

At GCA, our 14 and 15-year-old students are employed in the following occupations: receptionists, teachers aid, recreational aids, janitors, and food service workers who don't use knives and dangerous equipment.

Number of Hours Employed

We ensure that our youth have the necessary time to pursue their education. Students attend academic classes each weekday, earning at least six units of credit each year toward a fully accredited high school curriculum.

Students who are 14 or 15 years of age are allowed to work no more than three hours per school day and a maximum of 18 hours per school week earning between \$100-\$200 per month, depending on the month. They are allowed to work between 7:00-8:00 am and/or 3:30-7:00 pm.

Applicable Minimum Wage

At GCA, student clock-in and out for work and the standard pay is \$7.25 per hour.

Confidentiality

By signing my name below, I understand that I must respect and keep confidential all financial and academic information I come in contact with while working at GCA. I am expected to maintain strict honesty and discretion in handling financial and academic details while I am employed at GCA.

If I am responsible for breaking financial or academic privacy or engage in a dishonest or untrustworthy act, **either at work or in my classes**, I understand that I may be dismissed from my work position at GCA and may face further disciplinary action or dismissal from GCA as warranted by circumstances. **If I am dismissed from my job, I understand that there is no guarantee of another placement.**

I understand the above and agree that my child, _____ shall be employed in compliance with child labor and applicable minimum wage provisions.

Signature of Parent/Guardian: _____ Date: ____/____/____

Signature of Student: _____ Date: ____/____/____

Signature of Work Coordinator: _____ Date: ____/____/____

Signature of GCA Treasurer: _____ Date: ____/____/____

To Know...

To Love...

To Serve...