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### Additional Assistance Guidelines

Additional Assistance may be needed for students with disabilities or behavior/learning designations that register for ACSS programs.

**The following guidelines must be followed in the case that Additional Assistance is required:**

- Additional assistance could include an Educational Assistant or a mature adult that is **NOT** a family member.
  - Should any students require the support of an Education Assistant during the program, it would be the responsibility of the parent/guardian(s) to provide that for the student.
- Additional assistances **MUST** provide and submit a Criminal Record Check at their expense upon student registration to the Supervisor of the program.
- It is the responsibility of the Additional Assistance to arrive to the program along with the student, supervise the student and provide any necessary support they may need within their role and skill set.
  - If the Additional Assistance is late, then the Parent/Guardian is to wait with the student until the AA arrives to the program to take over.
- Additional Assistance are a guest in our program(s), they are not responsible for any other students in the program or lesson planning.
- ACSS Protocols and Policies are to be followed and respected by any Volunteers or Additional Assistance.

Remember, Additional Assistance have different personalities. Some are leaders, some are followers, some are shy, others are outgoing. Either way, their commitment to the support of the students in our programs is important.

**If there is any feedback, concerns or question regarding Additional Assistance, please contact your Supervisor ASAP.**