SUPPORT STAFF ORIENTATION

Secretaries and custodians shall receive individual orientation by their immediate supervisor.

Para-Professional personnel shall participate in the orientation program scheduled for professional staff members and/or special orientation programs designed for the particular specialization and position. The orientation program shall include discussion of the total school program, the relationship of a para-professional to the professional staff members, school and parent relations, a review of the highlights of educational psychology, and a review of the basic educational program of the school.