



Substitute Application - 2020-2021

Enrolled Undercroft families are eligible to participate in substitute training. As a substitute you will assume the roll of the assistant in the classroom. No prior experience in education in general, or in Montessori in particular, is necessary. An interest in Montessori education and a desire to help are sufficient qualifications.

- Undercroft guides will provide a training session via Zoom on **August 5th from 9:00 – 11:00 a.m.** Please RSVP to Sydney Atchison at (918) 622-2890 or sydney.atchison@undercroft.org.
- All candidates must pass a background check. Background Check Releases will be provided prior to training and are available in the office.

Name _____ Home Phone (____) _____

Cell Phone (____) _____

Mailing Address _____
Street City State Zip

E-Mail Address _____

Emergency Contact _____
Name Relationship Phone Number

Please List availability:

Monday	Tuesday	Wednesday	Thursday	Friday	a.m.	p.m.	All Day

I am interested in working with this program:

Before Care 7:30 – 8:00 a.m.	Extended Day (nap room) 12:15 – 2:45 p.m.	After Care 3:00 – 5:30 p.m.	Primary (3-6 year olds)	Lower Elementary (6-9 year olds)	Upper Elementary (9-12 year olds)	Middle School (12-15 year olds)

Specials:

Spanish	Primary Music	Elementary Music	Primary Art	Elementary Art	Elementary & Middle School Physical Education

List any previous teaching experience and training, including serving as a substitute at Undercroft: _____

Are you available on short notice?

☐ Yes

☐ No

I understand that I will be paid at the rate of \$12.00 per hour.

Signature

Date