**Pupil Personnel Services Credential - School Social Work**

**Suggested Field Placement Activities Checklist**

Credential applicants must gain experience working with at least two different school-aged

populations: preK—elementary, middle and high school. Approximately **100 hours** of the 450

total hours must be spent in a secondary population. Use this list of activities to guide time spent;

a majority of these tasks should take place over the course of the school-based placement.

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|  | **Activities** | **check off** |
| 1. | Provided individual and family counseling. |  |
| 2. | Completed a family assessment. |  |
| 3. | Completed at least one home visit. |  |
| 4. | Facilitated at least one parent group, workshop and/or classes. |  |
| 5. | Created or provided classroom presentations and/or lessons. |  |
| 6. | Completed at least one classroom observation. |  |
| 7. | Consulted teachers regarding classroom behaviors. |  |
| 8. | Observed at least one playground or lunch period. |  |
| 9. | Participated in school staff meetings. |  |
| 10. | Addressed the needs of pupils by collaborating with administrators, teachers and other support staff. |  |
| 11. | Developed at least one behavioral management plan for a pupil. |  |
| 12. | Attended vulnerable youth focused (e.g. SST, SART etc.) school intervention team meetings. |  |
| 13. | Facilitated at least one student support group. |  |
| 14. | Monitored and/or analyzed data from interventions (e.g. PBIS, RTI, etc.). |  |
| 15. | Attend at least one Individualized Education Plan (IEP) meeting. |  |
| 16. | Researched district, local and state policies impacting or relating to identified student subpopulations including but not limited to: diverse students, low SES, foster youth, camp returnees, homeless youth, LGBTQ and special education. |  |
| 17. | Networked within the community by visiting local services, participating in resource mapping, and bringing new services into schools. |  |
| 18. | Identified a need for and provided community referrals for children and families. |  |
| 19. | Advocated for children and families at the school, district and/or community levels. |  |

**Suggested Additional Activities**

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| 1. | Observed a special education classroom. |  |
| 2. | Participated in grant writing. |  |
| 3. | Participated in program development. |  |
| 4. | Participated in crisis response, threat assessment and/or risk assessment. |  |
| 5. | Participated in community coalitions related to serving school populations. |  |
| 6. | Completed Child Abuse, Suicide Prevention, SARB certification or threat assessment training. |  |
| 7. | Participated in school-based, evidence-based interventions. |  |
| 8. | Attended a PTA meeting. |  |
| 9. | Attended a school board meeting. |  |
| 10. | Attended a school site council meeting. |  |
| 11. | Provided an in-service training to school staff. |  |
| 12. | Visited local organizations to identify appropriate resources. |  |

**For current Cal Poly Humboldt MSW students**: This form should be submitted to the PPSC-SSW Program Coordinator for review at the end of the field placement experience.

I certify that I have successfully completed 450 hours of School Social Work activities.

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Student/Candidate’s Signature Student/Candidate’s Name (Print) Date

I certify that under my supervision, this student/candidate has successfully completed 450 hours

of School Social Work activities.

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PPSC-SSW Supervisor’s Signature PPSC-SSW Supervisor’s Name & Credentials Date