

## SUBSTITUTE TEACHERS

Substitute teachers must

- be at least 18 years old;
- hold a high school diploma or have passed a high school equivalency examination approved by the Board of Education;
- pass a criminal background check;
- pass a Department of Social Services Central Registry check; and
- pass a tuberculosis (TB) screening.

The Westmoreland County School Board seeks to employ substitute teachers, especially those engaged as long-term substitutes, who exceed these requirements.

A substitute teacher, as used in this policy, is (i) one who is employed to substitute for a contracted teacher for a temporary period of time during the contracted teacher's absence, or (ii) one who is employed to fill a teacher vacancy for a period of time, but for no longer than 90 teaching days in such vacancy, unless otherwise approved by the Superintendent of Public Instruction on a case-by-case basis, during one school year. However, during the 2023-2024 and 2024-2025 school years, the Westmoreland County School Board may employ a substitute teacher to fill such a vacancy for a period not to exceed 180 days during one school year.

Adopted: September 12, 1999

Amended: May 12, 2003

Amended: July 12, 2010

Amended: July 16, 2012

Amended: July 21, 2014

Amended: July 17, 2023

Legal Ref.: Code of Virginia, 1950, as amended, §§ 22.1-70, 22.1-78, 22.1-302.

Acts 2023, c.641.

Cross Ref.:	GCB	Professional Staff Contracts
	GCDA	Effect of Criminal Conviction or Founded Complaint of Child Abuse or Neglect
	GCPD	Professional Staff Discipline
	GCPF	Suspension of Staff Members