

Cal Poly Humboldt
Social Work

Pupil Personnel Services Credential - School Social Work

Suggested Field/Practicum Placement Activities Checklist

Credential applicants must gain experience working with at least two different school-aged populations - approximately **100 hours** of the 450 total hours must be spent in a secondary population. (please check box to confirm & circle the grade levels the applicant worked with):

- ☐ public pre-school, elementary school, middle school, high school, district level and alternative schools.

Additionally, applicants should have a broad base of experience, including but not limited to (please check box to confirm & circle the populations the applicant worked with):

- ☐ families and students identified for Free and Reduced Priced Meals, English Language Learners, Homeless, Foster Youth, Students in need of Special Education and Section 504 Plans, students who have been expelled from school, sexual minority youth (LGBTQ+), and students with mental health needs.

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.

	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/Secondary Activities

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 or other parent/caregiver school-related 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.	

Applicant Name & Signature

Date

PPSC-SSW Supervisor Name & Signature

Date