

Students

Work Release

The CREC Council supports releasing students during school hours so that they can work for an employer. Students may want to participate in work release for any number of reasons, including, but not limited to, financial, educational, or for gaining experience.

Student work release is designed for eligible high school students, to be released from school to work for an employer during regular school hours. Students' course schedule and graduation requirements take first priority, before work release.

If the work release involves a pre-apprenticeship program, a partnership between a Registered Apprenticeship Employer, a CREC school/program, and the Connecticut Department of Labor Office of Apprenticeship, must be established.

Eligibility Requirements

- Work release may be provided to any student who is at least sixteen (16) years of age and who is enrolled in a high school, and must be consistent with state labor laws.
- The required grade level of the student to participate in work release is at the discretion of the school.
- The student must be in good standing academically and on track to graduate within four years, as determined by the school principal or designee.
- The student must not be chronically absent, as defined in CREC policy and regulation 5113.2.
- The student must be able to comply with both school and workplace expectations regarding attendance and behavior.
- The student may earn eligible credits, provided the primary focus of the curriculum of eligible credits corresponds directly to the subject matter of the specified course requirements.
- The principal or designee, in collaboration with school counselors, will determine the maximum number of work hours for each student.
- The student must receive approval for work release from the principal or designee.
- The student must obtain written consent from the parent and/or legal guardian.
- The student must obtain a Promise of Employment letter from the prospective employer, and apply for and be issued working papers.
- The student must show proof of employment, which will be reviewed on a quarterly basis by the principal or designee.

Roles and Responsibilities

a. Student

- The student shall obtain written consent from the parent and/or legal guardian.
- The student is responsible for maintaining good academic standing, attendance, and behavior, as outlined in the Eligibility Requirements.
- The student is responsible for transportation to and from the job site.

b. School

- The principal or designee is responsible for ensuring that student work release is compliant with Connecticut's Student Work Release Policy, including but not limited to:
 - Discussing the student work release policy with each student;
 - Verifying eligibility and reviewing on a quarterly basis with the student; and
 - Adhering to all applicable laws, including the Guidelines and Procedures for the Employment of Minors in Connecticut.

Legal Reference: Connecticut General Statutes

4-124ll. Model student work release policy.

31-22m to 31-22q. Apprenticeship.

Public Act 24-45, An Act Concerning Education Mandate Relief, School Discipline and Disconnected Youth

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CAPITOL REGION EDUCATION COUNCIL
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