

Aprender Sin Barreras Substitute Service Policies

Substitute Placement Policy

Aprender Sin Barreras provides substitute teachers for educational institutions across various states, in person or virtually. While we guarantee all confirmed bookings, we do not guarantee the behavior or instructional style of any individual substitute. Every substitute has undergone a background check, received relevant training, and been approved by our internal team. However, due to the diversity of backgrounds and experiences, approaches may vary. We ask that all institutions provide clear expectations prior to placement.

Cancellation and Refund Policy

Institutions may cancel substitute bookings up to **48 hours in advance** for a full refund. If a cancellation is made with less than 48 hours' notice, no refund will be issued.

Refunds will only be granted in the following circumstances:

- The substitute cancels due to an unforeseen emergency.
- A death or emergency occurs that directly affects either party (substitute or institution).
- The institution cancels with a minimum of 48 hours' notice.

If Aprender Sin Barreras is unable to place a substitute for your requested time after confirmation and payment, a full refund will be processed or a reschedule will be offered.

Payment Methods

We accept **online payments only**. Payments can be made via credit/debit card or secure digital invoice. **We do not accept checks, cash, or money orders.**

Background Check & Privacy Policy

All substitutes undergo a comprehensive background check. While we cannot provide full background documentation to institutions due to privacy and legal constraints, if required by law (e.g. during a legal investigation), we will cooperate with the appropriate authorities and provide the necessary documentation as permitted under applicable U.S. federal and state laws.

Legal Notice

Aprender Sin Barreras complies with all applicable U.S. education laws and state-specific guidelines regarding background screening and employment practices. By booking a substitute, your institution agrees to these terms. You acknowledge that all bookings are made with the understanding that Aprender Sin Barreras is acting as a placement liaison and not as the employer of record for substitutes.

All services are governed by the laws of the state of North Carolina, unless otherwise required by law in the jurisdiction in which the service is rendered.

If you have questions about any part of this policy, feel free to contact us at aprendersinbarreras2025@gmail.com.