

SCHOOL DISTRICT NO. 51 (BOUNDARY)

P O L I C Y

SECTION	TITLE	NO. 1280
GOVERNANCE/COMMUNICATIONS	<u>Volunteers/Visitors</u>	

DATE ADOPTED: January 12, 1999

DATE AMENDED:

The Board recognizes that an organized program which permits parents and interested members of the community to offer volunteer support on behalf of school programs, can be of great benefit to the schools and their students.

The Board endorses the District's volunteer program subject to necessary administrative regulations, collective agreements and individual school requirements.

The Board also recognizes the need for the establishment of procedures that ensure the safety and confidentiality of students and staff.

R E G U L A T I O N S

A. Volunteers

1. For the purpose of this policy the term "volunteers" shall be persons who arrive at the school on a regularly scheduled, somewhat long-term basis, who may have some small role or responsibility in a school, classroom or during a school activity setting **and**
 - a) who may be alone or be in an unsupervised situation with students (1 on 1) **or**
 - b) who are not left alone in an unsupervised situation with students.
2. Any community and/or parent volunteer assisting in the school and/or working in a position of trust with students will undergo a criminal record search in keeping with District practices with its employees.
3. Selection and recruitment of volunteers is done at the local school level. Interested individuals should contact the local school Principal or his/her designate.
4. The administration of the schools shall be responsible for maintaining a list of volunteers and for the monitoring those volunteers who qualify for Section 1, Subsection (a).
5. The volunteer's interests and abilities are considered when making assignments.

6. Volunteers as selected by this policy will be covered under the District's personal injury insurance plan. This does not include Work Safe BC coverage.

B. Visitors

For the purpose of this policy "visitors" shall be:

- a) persons who arrive at the school generally unscheduled
- b) for temporary or short-term periods of time
- c) on a periodical basis
- d) have no responsibilities or authority in the school or at a school function
- e) are not left with students in an unsupervised situation