

The district recognizes the valuable contribution made to the total school program through the volunteer assistance of parents and other citizens. Volunteers may be utilized to perform a wide-range of activities such as assisting with the supervision of students in school facilities, on the playground and on field trips; assisting students and teachers in classroom activities or in the preparation for such activities; or assisting in office support activities.

In working with volunteers, the district shall clearly explain the volunteer's responsibilities regarding the particular activity for which the volunteer is assisting. On field trips and in other activities where volunteers assist with the supervision of students, both students and volunteers are to be informed of the rules and expectations of student behavior and the means by which they are to be held accountable to those rules and expectations. When working directly with students or when coming in contact with student records, all volunteers must maintain strict confidentiality regarding the release of information regarding any student.

The superintendent or designee shall be responsible for developing and implementing procedures for the utilization of volunteers that will include appropriate screening, assignment, and supervision based on the volunteer's record, abilities, and contact with students or student records.

Cross References:

Policy 5005	Employment: Disclosures, Certification Requirements, Assurances and Approval
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Legal References:

RCW 43.43.830-840	Washington State Criminal Code	Records
WAC 446-20-285	Employment — Conviction Records	