## **POLICIES & PROCEDURES POLICY SECTION 5000 - PERSONNEL**

## VOLUNTEERS

The District recognizes the valuable contribution made to the total school program through the volunteer assistance of parents and other citizens. Volunteers are parents and other citizens who serve in a capacity for which they are not paid. Employees may also be defined as volunteers when they serve in a capacity other than that for which they are employed and compensated.

In working with volunteers, District staff shall clearly explain the volunteer's responsibility for supervising students in school, on field trips, and at other school-sponsored activities away from campus. On field trips, or at other school-sponsored activities away from campus, both students and volunteers are to be informed of the rules of student behavior and the means by which students are to be held accountable to those rules.

The Superintendent shall be responsible for developing and implementing procedures for the screening and utilization of volunteers.

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LEGAL REFERENCES RCW 43.43.830-840 Washington State Criminal Code Records

WAC 446-20-285 Employment - Conviction Records

POLICY ADOPTED May 24, 2004

October 10, 2011 REVISED