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REQUIRED¹

VOLUNTEERS AND WORK STUDY STUDENTS

Statement of Policy

The Caledonia Central Supervisory Union recognizes the valuable contributions made to the schools by volunteers and work study students. Appropriate supervision of volunteers and work study students will enhance their contributions as well as fulfill the responsibility that the school district has for the education and safety of its students.

Definitions

1. **Volunteer** - an individual not employed by the school district who works on an occasional or regular basis in the school setting to assist the staff. A volunteer works without compensation or economic benefits.
2. **Work Study Student** - a post secondary student who receives compensation for work performed at a school operated by the district as part of a work experience program sponsored or provided by the college or university at which he or she is enrolled. A student working toward a teaching credential who is placed as a student teacher at a district school is not a work study student.

Administrative Responsibilities

The superintendent or designee shall develop procedures to ensure the following:

1. Volunteers and work study students are appropriately screened prior to entering into service in the school district.
2. Only volunteers and work study students who have been screened and approved by the superintendent or designee have unsupervised contact with students.
3. The screening process utilized by the school district shall minimally include a name and birth date check with the Vermont Internet Sex Offender Registry for any person being considered for service as a work study student. A person who is on the Vermont Internet Sex Offender Registry shall not be eligible to be a work study student.

<i>VSBA Review Date</i>	August 15, 2023
<i>Date Warned</i>	September 5th, 2025 - Caledonia Central Supervisory Union
<i>Date Adopted</i>	September 15th, 2025- Adopted by the Caledonia Central Supervisory Union Board on behalf of the District boards: Peacham School District, Danville School District, Caledonia Cooperative School District, Twinfield School District and Cabot School District
<i>Legal References</i>	16 V.S.A. § 260
<i>Cross References</i>	

¹ 16 V.S.A. § 260 requires each school board to adopt a policy on supervision of volunteers and work study students.