

BROOKLIN SCHOOL COMMITTEE

POLICY NUMBER: 9.23

Adopted: 8/13/91

Previous Revision: 6/8/99, 10/9/07, 12/11/11

Revised: 8/13/19

SCHOOL VOLUNTEERS

1. The Brooklin School Committee recognizes that citizens who voluntarily contribute their time and talents to the improvement and enrichment of school programs are valuable assets. The Committee encourages constructive participation by groups and individuals in the school to perform appropriate tasks during and after school hours. Volunteers shall work under the direct supervision of school employees.
2. Recruitment, background check, use, coordination and (when appropriate and available) training of volunteers is a responsibility of the Principal or designee and will be carried out as directed by the Principal. Every effort should be made to use volunteer resources in a manner that will ensure maximum contribution to the welfare and educational growth of pupils and that will encourage individuals to continue volunteering.
3. In supporting the use of volunteers in school, the School Committee has the following goals in mind.
 - A. Volunteers allow:
 1. teachers more time to devote to actual instruction.
 2. wider use of technology equipment in the classroom.
 3. greater individualized attention for meeting pupil needs.
 4. more effective group instruction.
 5. opportunities for enrichment in specialized areas.
 - B. Such use of volunteers should result in children:
 1. receiving more help with individual problems.
 2. developing greater motivation for learning and learning activities.
 3. increasing achievement in the school program.
 4. participating with more interest in group instruction.
4. To help ensure the safety of our students, each volunteer applicant will be vetted through the established Volunteer Screening and Orientation procedure prior to assignment to a volunteer position. This includes:
 - A. Tier One Screening: each applicant must submit a SU 76 volunteer application and undergo a background check and Google search.

- B. Tier Two Screening: an applicant who will be chaperoning an overnight trip(s) must be fingerprinted in addition to completing the Tier One clearance.
 - C. An updated background check, Google search and, if chaperoning over-night trips, fingerprinting will be repeated every five years or more frequently if circumstances dictate.
 - D. Volunteers will be provided with an orientation to the school(s) and volunteer responsibilities and expectations.
 - E. Be expected to understand, follow and support school and classroom expectations and board policy.
5. When serving as a school volunteer, volunteers represent the school and are expected to conduct themselves in a kind, caring and professional manner following school policies and procedures and direction from school staff as needed.
6. Students must meet/work with volunteers in a public setting at all times.