



GreenWood Charter School

Policy Number:

Policy Section: 100 - Administration

Policy Title: Volunteer Policy

Revision History

Effective Date	Action Date	Revised
March 18, 2022	New Policy	

VOLUNTEER POLICY

Purpose:

GreenWood Charter School recognizes that certain programs and activities can be enhanced through the use of volunteers who have particular knowledge or skills that will be helpful to members of the professional staff responsible for the conduct of those programs and activities.

Policy:

The Director shall be responsible for implementing the volunteer policy as set forth. Processes and protocols shall include:

- Ensuring student and staff safety while interacting with volunteers
- Ensuring volunteers are additive to the goals and purposes of GreenWood education
- Documenting volunteers for in-school and off-campus activities.

Volunteers will be informed of the following:

- Volunteer is required to abide by all Board policies while on duty as a volunteer (including, but not limited to, the volunteer's obligation to keep confidential and not release or permit access to any and all student personally identifiable information to which s/he is exposed except as authorized by law);
- Volunteer will not be covered under any type of health insurance to cover illness or accident incurred while serving as a volunteer, nor is the person eligible for workers' compensation;
- Volunteer will be asked to sign a form releasing GreenWood of any obligation should the volunteer become ill or receive an injury as a result of his/her volunteer services;
- Volunteer may not accept compensation from any third party or source, including, but not limited to, parent, or other school support organizations, for the performance of his/her official duties as a volunteer.
- Volunteer approval is subject to a background check

Volunteers on campus:

- will be documented upon entry and exit
- will be clearly identifiable to staff and students during regular school hours, student arrival times and student departure times.

Rights of Refusal

The Director reserves the right to deny individuals the right to volunteer if:

1. Prospective volunteer abilities are not in accord with school needs.
2. The administration believes that attendance of the individual poses a safety concern for the students/school personnel.
3. The administration believes that the behavior of the individual may disrupt the learning experience of the children.

No person is to be accepted or maintained as a volunteer if they have been convicted of any of the following offenses:

- aggravated murder, murder, voluntary manslaughter, involuntary manslaughter
- felonious assault, aggravated assault, assault
- failing to provide for a functionally impaired person
- aggravated menacing
- patient abuse or neglect
- kidnapping, abduction, child stealing, criminal child enticement
- rape, sexual battery, corruption of a minor, gross sexual imposition, sexual imposition, importuning, voyeurism, public indecency, felonious sexual penetration, compelling

prostitution, promoting prostitution, procuring prostitution, disseminating matter harmful to juveniles, pandering obscenity, pandering obscenity involving a minor, pandering sexually oriented matter involving a minor, illegal use of minor in nudity-oriented material or performance

- aggravated robbery, robbery aggravated burglary, burglary abortion without informed consent
- endangering children
- contributing to the delinquency of children
- domestic violence
- having weapons while under disability, improperly discharging firearm at or into a habitation or school
- corrupting another with drugs
- trafficking in drugs
- illegal manufacture of drugs or cultivation of marijuana
- funding or trafficking of drugs
- illegal administration or distribution of anabolic steroids
- drug possession offenses (that are not a minor drug possession offense)
- placing harmful objects in or adulterating food or confection
- a felony