

POLICY MANUAL	Ipswich Public Schools FILE CODE: IJOC
----------------------	---

SCHOOL VOLUNTEERS

The Ipswich School Committee believes that the use of volunteers within the school program, whether during or after regular school hours, enhances the educational process not only for students, but also for the total community. The use of volunteers provides additional support personnel in the classroom, promotes community-school cooperation in facilitating the learning process, increases community support, and provides for individuals who have expertise in various areas to be used as resource persons.

Selection and recruitment of volunteers is done at the local school level. Interested individuals should contact the local school principal or his/her designee. The volunteer's interests and abilities are considered when making assignments. Once the selection process has been concluded, orientation and training are provided.

The acceptance and continuation of the services of a volunteer and the operation of the program, in general at least, shall be at the principal's discretion. The assignment of volunteers shall be done by the principal or his/her designee. Assignment of a volunteer must be acceptable to the teacher.

Accountability of the program should include accurate record keeping at the local school of at least the day when volunteers are in the schools.

Criminal Offender Record Information (CORI) will be conducted for all school volunteers and chaperones.

Volunteers are required to comply with all policies and regulations of the Ipswich Public Schools and principals shall review with all volunteers the district's expectations related to these policies and regulations.

Adopted: June 6, 1996

Adopted Revision: June 21, 2007