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| POLICY | 4532 Adopted: August 22, 2006 Revised: March 6, 2018 Instruction |
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SUBJECT: SCHOOL VOLUNTEERS

The Greater Southern Tier BOCES Board recognizes that the use of volunteers strengthens school/community relations through positive participation, builds an understanding of school programs among interested citizens, and assists employees in providing more individualization and enrichment opportunities in instruction.

Services of volunteers may be accepted by the Board, the District Superintendent, central office administrators, building principals or persons designated by the Board and/or the District Superintendent to handle this responsibility.

Volunteers may come from all backgrounds and age groups and may include persons willing to give their time for the purpose of helping children through planned auxiliary services. Volunteers may be involved in many facets of school operations, from mentor/tutor relationships to clerical tasks. School personnel who are responsible for tasks or projects that will make use of volunteers will identify appropriate tasks and time schedules for such activities, as well as make provisions for adequate supervision, in-service programs, and evaluation. Volunteers will not be used to provide transportation for school-sponsored activities.

Volunteers may only participate in activities with students in the presence of the staff member responsible for said students.

Field Trips

Generally, BOCES employees will chaperone BOCES field trips. However, non-employee volunteers may assist in chaperoning BOCES' approved field trips with the express prior written consent of the principal responsible for the field trip. No person may attend such field trips without such consent. Field trip volunteers must sign a BOCES-provided waiver form to attend a field trip.