

Policy IJOB/IJOC Resource Persons/School Volunteers

Issued 2/23

The board recognizes that community members can provide valuable services to the schools by sharing their time, talents and experience. An effective volunteer program allows students to benefit from individual attention, provides enrichment opportunities that supplement the regular educational program, allows teachers to focus on teaching and learning by relieving them of non-teaching tasks, provides interested community members an opportunity to become directly involved with education, and strengthens the relationship between school and community. The board adopts this policy to provide direction for the school system's volunteer program.

For the purpose of this policy, a *volunteer* is a person who provides services, without compensation or benefits of any kind or amount, on an occasional or regular basis in the schools or in school activities. All volunteers must be at least 18 years of age unless their volunteer work is part of a class, is done to fulfill a district-sponsored service learning or community service requirement for graduation or is through a district-sponsored student organization.

The resource persons and volunteer program are decentralized. Each principal or teacher plans for resource person or volunteer help in areas that fulfill a different need in each school. At the district level, the superintendent or his/her designee serves as a consultant in areas of implementation, coordination, training, placement, evaluation, and recognition. Resource persons and volunteers will work with students under the immediate supervision and direction of a certificated person. The building principal must approve all visits by resource persons.

Resource Speakers

The classroom use of resource persons from the community can be a valuable educational experience. Resource speakers can help to eliminate artificial barriers which may exist between school and community.

The board encourages the use of community resource persons with special knowledge, talents or interesting occupations that will enhance the curriculum and broaden the knowledge of the students. Instructors should schedule these persons to correlate with subject matter units or specific programs.

The superintendent will establish procedures for securing and screening resources.

Volunteers

The board expects the administration to screen volunteers to assure the safety of students. All volunteers who are in contact with students in individual or small group sessions, accompany students on field trips, assist students in any situation in which the volunteer may be outside of view of school staff or multiple adults or have any solitary time with a student must submit to a background check. The objective of the background check is to ensure, so far as is reasonably possible, that students are safe in school environments and to identify volunteers who may pose an unacceptable risk to students or the school system.

Serving as a volunteer is conditional upon receipt of a satisfactory criminal record report. The background check will be conducted at no cost to the prospective volunteers and will be performed at the district office so as to maximize the confidentiality of the process. To assist the district's screening process, all volunteers who are subject to screening will be required to provide their full name, address, Social Security number, date of birth and gender on a district supplied form. The principal will be notified by the district office when denial of volunteer status is necessary based on an

unsatisfactory background check.

Volunteers will be under the immediate supervision of and accountable to the principal or his/her designee. The responsibility for orientation of volunteers lies with the principal or his/her designee.

Volunteers will not have access to student records except those that pertain to their own children in compliance with policy JRA.

For required criminal record checks on individuals serving as resource persons/volunteers, see policy GBEBDA, *Criminal Record Checks*.

Cf. GBEBDA

Adopted 2/7/23

Legal References:

S.C. Code of Laws, 1976, as amended:

[Section 59-19-117](#) - Background checks.

Spartanburg School District No. 7
