

PARENT/GUARDIAN VOLUNTEERS

BACKGROUND

The District believes that parents and/or guardians can play an important role in assisting with their children's education by acting as volunteers in the school and at school activities. The objective of this Administrative Procedure is to ensure that parents and guardians are provided an opportunity to enhance and support the education of their children by volunteering their time and expertise. Volunteer opportunities may include, but are not limited to, support in individual classrooms, in-school programs on field trips, in fundraising initiatives, at cultural events or at PAC or DPAC sponsored events.

Volunteers will be expected to maintain the integrity of school-based programs and to follow District and School Codes of Conduct and to support the School District's Mission, Vision, and Values. The Board expects all schools to be safe, secure, and caring environments for students. Therefore, appropriate safeguards respecting the selection, role and supervision of volunteers must be followed.

PROCEDURES

1. School Principals shall be responsible for volunteer recruitment, selection, and assignments.
2. School Principals shall provide a copy

of these guidelines should be provided to each volunteer for their reference.

4. Each volunteer must complete one of the following forms, as appropriate:
 - Volunteer Registration Form ([490-1](#))
 - Volunteer Driver Registration Form ([490-2](#))
 - Volunteer Criminal Record Check Registration Form ([490-3](#)) if requested.
5. A Criminal Record Search will be required for volunteers who are going on overnight trips, coaching, or interacting with students while not under the direct supervision of a teacher.
6. A Criminal Record Check is obtained by submitting to a background Police Information Check with Vulnerable Sector Screening (PIC-VS) with the New Westminster Police Department online at
