



School District 19
(Revelstoke)

Revelstoke Board of Education

Policy Manual

6.13 Volunteers

Whereas the *School Act* specifies that a parent of a student may provide volunteer services at, or for a school, the Board provides this direction to Administration regarding the manner in which volunteer services will be utilized.

Volunteers shall not be given duties involving confidential information and will be screened by the Principal for general suitability. Complaints about volunteers should be handled by a supervising teacher or the school principal.

Where an incident or accident occurs that may conceivably give rise to a claim against a volunteer or the school board, the volunteer must promptly provide all information to the school to enable the school to inform its insurers. Failure to do so may prejudice coverage.

A volunteer's service may be terminated by the principal. The Superintendent will be notified of any volunteers so terminated.

Examples of suitable tasks include:

- a. reading and listening to students in small groups;
- b. assistance with spelling;
- c. assistance with editing and publishing phases of writing programs;
- d. assistance with art and craft projects;
- e. kindergarten program;
- f. supervision of students off-site;
- g. elementary sporting activities;
- h. assisting students to stay on task;
- i. piano playing for class activities;
- j. assisting with field trips and extra-curricular activities;
- k. cooking;
- l. guest speakers; and
- m. conversational French.