

1 **Great Falls School District**

2
3 **PERSONNEL**

5430

4
5 Volunteers

6 The District recognizes the valuable contributions made to the total school program by members
7 of the community who act as volunteers. A volunteer by law is an individual who:

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9 1. Has not entered into an express or implied compensation agreement with the District;
10 2. Is excluded from the definition of “employee” under appropriate state and federal
11 statutes;
12 3. May be paid expenses, reasonable benefits, and/or nominal fees in some situations; and
13 4. Is not employed by the District in the same or similar capacity for which he/she is
14 volunteering.

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16 District employees who work with volunteers shall clearly explain duties for supervising children
17 in school, on the playground, and on field trips. An appropriate degree of training and/or
18 supervision of each volunteer shall be administered commensurate with the responsibility
19 undertaken.

20 Volunteers who have unsupervised access to children are subject to the District’s policy
21 mandating background checks.

22
23 Chaperones

24 The Superintendent may direct that appropriate screening processes be implemented to assure
25 that adult chaperones are suitable and acceptable for accompanying students on field trips or
26 excursions.

27 When serving as a chaperone for the District, the parent(s)/guardian(s) or other adult volunteers,
28 including employees of the District, assigned to chaperone, shall not use tobacco products in the
29 presence of students, nor shall they consume any alcoholic beverages nor use any illicit drug
30 during the duration of their assignment as a chaperone, including during the hours following the
31 end of the day's activities for students. The chaperone shall not encourage or allow students to
32 participate in any activity that is in violation of district policy during the filed trip or excursion,
33 including during the hours following the end of the day's activities. Chaperones shall be given a
34 copy of these rules and sign a letter of understanding verifying they are aware of and agree to
35 these District rules before being allowed to accompany students on any field trip or excursion.

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37 Any chaperone found to have violated these rules shall not be used again as a chaperone for any
38 District-sponsored field trips or excursions and may be excluded from using District-sponsored
39 transportation for the remainder of the field trip or excursion and be responsible for their own
40 transportation back home. Employees found to have violated these rules may be subject to
41 disciplinary action.

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2 Cross Reference:

3 5122 Fingerprints and Criminal Background Investigations

4 5430F Volunteer/Chaperone Letter of Understanding

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6 Policy History:

7 Adopted on: November 13, 2006

8 Revised on: August 20, 2018