

	The School Community	VI-C-1
STRAIT REGIONAL SCHOOL BOARD <i>Excellence in Lifelong Learning</i> POLICIES - GUIDELINES	Community Relations	
	Volunteers in the School	
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Volunteers in the School

Policy Statement

The Strait Regional School Board values the participation of volunteers in its schools and recognizes that volunteers have a positive impact on student learning and school environments.

The Strait Regional School Board encourages the active participation of parents/guardians and members of the community to volunteer in schools when, in the opinion of the Principal and school staff, this support will enhance programs and services for students.

The safety of students and school environments are of paramount importance to the Strait Regional School Board. As such, all volunteers are required to comply with all aspects of this Policy and supporting procedures.

To promote a positive, respectful and courteous relationship among the school administration, staff, students and volunteers, it is essential that the role, responsibilities and expectations for volunteers are clearly defined and communicated.

There is an important distinction between a visitor and a volunteer at a school. For the purposes of this policy, they are defined as:

Volunteer

A volunteer is an individual, who is not an employee of the Strait Regional School Board, and who interacts with students or groups of students.

A volunteer includes, but is not limited to:

- advisors for extra-curricular activities;
- a regular (occasional but throughout the school year) or long-term (consecutive volunteer activity) classroom/school helper;
- coaches, chaperones and other individuals involved in student travel/class trips, including curriculum-based events, field trips, tours and sports trips (including overnight trips)**; or
- other individuals at the discretion of the school administration.

** Individuals involved in student travel shall comply with all requirements outlined in the School Board's Student Travel Policy IV-B-6 and supporting procedures, PRO IV-B-6.

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Visitor

A visitor includes, but is not limited to:

- a guest speaker;
- an individual making a delivery;
- a School Advisory Council member;
- a Home and School/Parent Teacher Association member;
- a Strait Regional School Board member;
- anyone attending a meeting with school staff; and
- all external persons, organizations or groups who are not school or Strait Regional School Board personnel acting in the capacity of their employment contract, or who are not representing the school board or school advisory council as outlined in the Use of Instructional Time, Policy III-B-6 and supporting procedures, PRO III-B-6.

In the implementation of this policy and supporting procedures, schools must adhere to relevant legislation, policies and procedures, including but not limited to:

- *Education Act and Regulations Under the Act*
- *Freedom of Information and Protection of Privacy (FOIPOP) Act*
- Strait Regional School Board *Student Travel*, Policy IV-B-6 and supporting procedures, PRO IV-B-6
- Department of Education and Early Childhood Development *Use of Instructional Time* Policy
- Strait Regional School Board *Use of Instructional Time* Policy III-B-6 and supporting procedures, PRO III-B-6
- Strait Regional School Board *Student Records* Policies IX-C-1 to IX-C-5
- Strait Regional School Board *School Codes of Conduct*, Policy IV-C-1 to IV-C-10
- Protocol and Guidelines for Child Protection Workers and School Personnel in the Strait Regional School Community
- Collective Agreement between the Minister of Education and Early Childhood Development of the Province of Nova Scotia and the Nova Scotia Teachers Union
- Collective Agreement between the Strait Regional School Board and the Nova Scotia Teachers Union
- Collective Agreement between the Strait Regional School Board and the Canadian Union of Public Employees (CUPE), Local 955
- Nova Scotia School Athletic Federation Handbook
- School Insurance Program Volunteer Accident Insurance Policy (www.sip.ca)

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<p style="text-align: center;">STRAIT REGIONAL SCHOOL BOARD <i>Excellence in Lifelong Learning</i></p> <p style="text-align: center;"><i>POLICIES - GUIDELINES</i></p>	<p style="text-align: center;">Community Relations Volunteers in the School</p>			
	<table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Adopted:</td> <td style="text-align: right;">March 4, 1998 April 14, 2004 August 5, 2015</td> </tr> <tr> <td>Page:</td> <td style="text-align: right;">4 of 4</td> </tr> </table>	Adopted:	March 4, 1998 April 14, 2004 August 5, 2015	Page:
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10. All school volunteers who are approved by the school principal (those who have provided the school with a Vulnerable Sector Check and a Child Abuse Register Check) may have coverage for medical costs associated with an accidental injury while working as a volunteer for a Nova Scotia School Board under Volunteer Accident Insurance through the School Insurance Program. For further information, please access www.sip.ca. Volunteers may wish to consult with their own insurance broker to discuss their personal needs for insurance.

11. The Strait Regional School Board has established a detailed set of procedures to guide all aspects of this policy including the expectations and responsibilities of volunteers. Please refer to PRO VI-C-1.

12. This policy and supporting procedures shall be reviewed by the Superintendent of Schools on an annual basis in collaboration with the Regional Senior Administration team.