Moreno Valley Unified School District

Expectations for Volunteers

E 1240

1. Volunteers are not to displace regularly authorized school personnel, but are to perform tasks which will enhance the educational program and assist in providing for the safety and security of the students.
2. Volunteers must follow the directions provided by the supervising certificated employee.
3. Volunteers are not to touch or physically interact with students in a manner which is harmful or uncomfortable to the student.
4. Volunteers are to work with, supervise, or assist all students in the classroom or on the campus, not just one or two students, unless so directed by the supervising certificated employee.
5. While performing volunteer duties, volunteers might observe confidential information which includes, but is not limited to, test scores, medical conditions, and disciplinary records. Volunteers must understand that confidential matters observed on the school campus shall be kept confidential.
6. Volunteers who perform campus or playground supervision duties must participate in a district-provided training program prior to participating in such duties.
7. Volunteers who perform campus supervision duties are to observe only. The volunteer is to report immediately to a District employee any student behavioral problem(s) or safety concern(s) which may arise.
8. The principal shall be fully responsible for all volunteers on campus. The Principal shall ensure that all volunteers receive site-specific training, i.e., how to safely use equipment, understand the site's emergency procedures (fire drills, disaster drills, etc.), specific tasks, sign-in and -out procedures, etc. The Principal also has the authority to dismiss any volunteer who does not adhere to these expectations, presents a safety/security threat to the campus, or is hindering the educational objectives of the site. Any concerns the volunteer may have regarding the Principal's decision may be addressed through the formal complaint process.

VOLUNTEER'S APPLICATION AGREEMENT

I have read and understand the above set of expectations. I agree to abide by them and to follow the directions given to me by the supervising certificated employee. I further understand that if I do not abide by the above expectations, I may be held personally liable and responsible for my actions; and I will not be allowed to continue volunteer services for the Moreno Valley Unified School District.

Volunteer's Signature	Date	Birth Date*
Print Volunteer's Name	Telephone Number	Soc. Sec. Number*
Address		
Principal's Signature	Date	School Site

*Required for insurance purposes