

Willow Creek Academy

Administrative Regulation 1240

Community Relations: Volunteering

Volunteers shall be provided with information about school goals, programs and practices and shall receive an orientation and other training related to their specific responsibilities as appropriate.

Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that capitalize on their skills and expertise and maximize their contribution to the educational program.

Volunteers shall act in accordance with district policies, regulations and school rules.

Transportation Volunteers

The following is required for volunteers who use their vehicles to transport students:

1. Agreement for Volunteer Driver form to be completed and provided to school office (see Exhibit 1240)
2. A copy of a valid Drivers License
3. A copy of a valid vehicle registration
4. A copy of Vehicle Insurance with applicable limit (100/300/25 minimum)

All information should be returned to the office prior to driving on field trips. Information only needs to be turned in once a year.

Each year parent volunteer driver information will be collected.

Adopted: 2/11/09

Amended: 4/19/18

Amended: