

# **VOLUNTEERS AND WORK-STUDY STUDENTS**

**[B2]**

## **I. PURPOSE**

Thetford Academy recognizes the valuable contributions made to the school by volunteers and work-study students. The purpose of this policy is to ensure that the Academy fulfills its responsibility for the appropriate supervision of volunteers and work-study students, in order both to enhance their contributions and to promote the education and safety of the Academy's students.

## **II. DEFINITIONS**

### Volunteer:

A volunteer is an individual not employed by Thetford Academy who works on an occasional or regular basis in the school setting to assist school employees. A volunteer works without compensation or economic benefits.

### Work-Study Student:

A work-study student is a post-secondary student who receives compensation for work performed at Thetford Academy as part of a work experience program sponsored or provided either by the college or university at which he or she is enrolled or by a government-funded program. A student working toward a teaching credential who is placed as a student teacher at Thetford Academy is not a work-study student.

## **III. POLICY**

The Head of School (or his/her designee) shall develop administrative rules and procedures to ensure that volunteers and work study students are appropriately screened prior to entering into service at Thetford Academy, and that only volunteers and work-study students who have been screened and approved by the Head of School (or his/her designee) have extended unsupervised contact with students. In accordance with Vermont statute, the screening process utilized by Thetford Academy shall minimally include a name and birthdate check with the Vermont Internet Sex Abuse Registry for any person being considered for service as a work-study student. A person who is on the Vermont Internet Sex Offender Registry shall not be eligible to be a volunteer or work-study student at Thetford Academy.

ADOPTED: May 22, 2018