



‘A ‘ohe pau ka ‘ike i ka hālau ho‘okahi
Connections Public Charter School
A Community, Business & Education Learning ‘Ohana

Volunteer Policy

Parents, family and community members are considered an integral part of the school's 'ohana and are encouraged to participate in school activities and volunteer on campus.

Volunteers shall be assigned to and directed by a specific staff member or members while on campus or at a school activity, at the discretion of administrative staff, and as is determined to be beneficial and appropriate.

Upon signing the Volunteer Agreement, a volunteer agrees to participate in a manner that is in cooperation with the philosophy and mission of the school, with the direction of assigned staff, and to abide by all school rules, policies and procedures.

If necessary, administrative staff reserve the right to request that the volunteer not remain on campus or at a school activity.

All School Rules, Policies, and Procedures Apply to Volunteers

- Volunteers shall comply with background check and TB clearance requirements.
- Volunteers shall always follow the direction and example of assigned staff.
- Under no circumstances shall a volunteer attempt to counsel or discipline a student.
- Volunteers shall not get involved in a student dispute or social conflict, or discuss personal matters unrelated to schoolwork with students.
- Volunteers shall not discuss a student's personal or academic matters with anyone except assigned staff or an administrator. Volunteers shall report any concern regarding a student directly to assigned staff or an administrator.
- Volunteers shall not remove a student from the classroom or other authorized area without direction from assigned staff. Under no circumstances shall a volunteer remove a student from campus or school activity.
- Volunteers shall not have access to confidential or sensitive personal or academic student information or records.
- Volunteers shall not take possession of any property belonging to a student, staff member, or the school, unless directed to do so by assigned staff.
- Volunteers are expected to always conduct themselves in an appropriate manner in their interactions with students and staff.
- Any disputes or disagreements shall be addressed by administrative staff.



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Volunteer Agreement

Name _____

Relationship to school _____

Phone number _____

Email address _____

I would like to volunteer with _____ in _____
(Teacher/Staff Member) (room/grade/or subject)

Days/Dates Available _____ Times _____

I have read, understand, and agree to abide by the Connections Public Charter School Governing Board’s Volunteer Policy.

Volunteer’s signature _____ **Date** _____

(To be completed by staff)

Approved for the following date(s):

Assigned to _____
(Staff member or position to assist)

Staff signature _____ Date _____

Administrator’s signature _____ Date _____