



ThrivePoint

Academy of Nevada

VOLUNTEER POLICY

I. Volunteer Defined:

Someone who contributes time, effort and talent to meet a need or further a mission, without compensation.

II. Need:

ThrivePoint Academy could benefit from with support from the local community and community partnerships to maintain a supportive environment for all students' needs related to wraparound services and career pathways. ThrivePoint Academy welcomes and appreciates volunteers.

You must adhere to the following general volunteer guidelines:

- You must follow FERPA regulations. What you see in the school is confidential. If you are talking about a student's academic level or behavior with anyone outside of school personnel you will not be able to continue classroom specific volunteering during the school day with students.
- Sign in and out at the front office.
- Wear your volunteer name badge.
- Attend all required trainings based on your position.

III. Instruction Specific Volunteers SPECIFIC VOLUNTEERS

Instruction specific volunteers will be determined and arranged by individual teachers in order to best meet the individual needs of teachers, their schedules, grade levels, and subjects taught. Teacher will determine volunteer duties, start dates, and stop dates. School administration may, if appropriate, provide training on these duties to volunteers.

All instruction volunteers must adhere to the following general guidelines:

- The primary responsibility of the teacher is to provide instruction, please do not interrupt or question the teacher during instructional time. If you have a question about what, why, or how a teacher is doing something please either send them an email or set up a conference.

SCHOOL WIDE VOLUNTEERS

There are many opportunities to volunteer at the school site on a regular basis, outside of the classroom. These opportunities include, but are not limited to the following:

- Transition Duty
- Graduation
- Parent Meetings
- Partnership Presentations
- Field Trips
- P.E.
- Office Duties
- Special Projects

These duties will be determined and arranged by the school administrator or his/her designee who will also provide, when necessary, training to volunteers.

Any violation of guidelines for school volunteers may lead to termination of the privilege to volunteer during the school day.

FINGERPRINTING

Senate Bill 287 requires all volunteers who have unsupervised or regular contact with students to be fingerprinted. Regular contact is defined as volunteering at least four times a month.

Volunteers at ThrivePoint Academy will not have opportunities to work unsupervised with students. Volunteers with regular contact with students will be required to be fingerprinted using ThrivePoint Academy's Life Scan account. The school administrator or his/her designee will work with the volunteer to coordinate this task as needed.