

SECTION: **COMMUNITY RELATIONS**

TITLE: **VOLUNTEERS, VOLUNTEER COACHES, AND  
CHAPERONES**

<p>1. Purpose</p>          <p>2. Guidelines</p>	<p>The Wilson Area School District encourages the involvement of volunteers in all facets of the school community. The District recognizes the benefit to students when volunteers give their time and skills in both the academic and extracurricular activities of the school. Volunteers act as classroom tutors, library aides, monitors, and coaches. It is also the responsibility of the District to assure a positive and safe environment for students.</p> <p><u>Volunteers</u> Volunteers shall agree to abide by all Board policies and adhere to the directives provided by the building administration while on duty as a volunteer.</p> <p>If at any time a volunteer’s actions or presence interferes with the functioning of an individual child, a classroom, or a school as a whole, the administration reserves the right to reassign or remove the volunteer from the school setting.</p> <p>Volunteers at District or school sponsored activities during normal school hours, when there is contact with students, must obtain the appropriate clearances as required by law, including but not limited to Act 151 (Child Abuse), Act 34 (State Police Criminal), and Act 114 (FBI Criminal) clearances, and present them to the appropriate building principal. Per Act 153 of 2014, all school volunteers having direct contact with children must obtain new clearances every five years. All individuals, seeking to serve as a volunteer for the first time, must obtain all clearances. Active volunteers who have continuously resided in Pennsylvania for ten (10) years and affirm in writing (by completing the W.A.S.D. Volunteer Certification Form) that he or she has never been convicted of a disqualifying crime in Pennsylvania, or the corresponding under the laws of any other jurisdiction, they need only renew the Act 151-Child Abuse Clearance and the Act 34-State Police Criminal Clearance. The cost of obtaining these clearances must be initially borne by the volunteer. However, the District will reimburse those volunteers who are in the</p>
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schools a minimum of six times. Building principals will submit reimbursements to the Business Office at mid-year and at year's end.

#### Volunteer Coaches

Adults who wish to volunteer their time and expertise to assist paid coaches in the District may make application to the High School Principal and/or Athletic Director. Such application must include the appropriate clearances as required by law, including but not limited to Act 151 (Child Abuse), Act 34 (State Police Criminal), and Act 114 (FBI Criminal) clearances. Per Act 153 of 2014, all school volunteers having direct contact with children must obtain new clearances every five years. All individuals, seeking to serve as a volunteer coach for the first time, must obtain all clearances. Active volunteer coaches who have continuously resided in Pennsylvania for ten (10) years and affirm in writing (by completing the W.A.S.D. Volunteer Certification Form) that he or she has never been convicted of a disqualifying crime in Pennsylvania, or the corresponding under the laws of any other jurisdiction, they need only renew the Act 151-Child Abuse Clearance and the Act 34-State Police Criminal Clearance.

The cost of the clearances is to be borne initially by the volunteer coach. The District will reimburse a volunteer coach at successful completion of their season.

The Board of School Directors will approve volunteer coaches who have administrative recommendation at a regular Board Meeting. Volunteer coaches, once appointed, serve at the will of the Head Coach, and may be released if their services are no longer needed.

#### Chaperones

Any adult who is not a District employee must obtain the appropriate clearances as require by law, including but not limited to Act 151 (Child Abuse), Act 34 (State Police Criminal), and Act 114 (FBI Criminal) clearances, before accompanying any student group on a field trip. The trip chaperones must submit their original clearances to the building principal, who will verify and approve submission. Per Act 153 of 2014, all school chaperones having direct contact with children must obtain new clearances every five years. All individuals, seeking to serve as a chaperone for the first time, must obtain all clearances.

The expense of obtaining these clearances will be borne by the individual, not by the District. There will be no reimbursement for clearances for trip chaperones.

For overnight accommodations, trip chaperones and volunteers will be assigned student groups according to gender – males will supervise male students, and females will supervise female students.

This policy is effective upon date of adoption or revision.

The Superintendent will develop procedures for notice and implementation of this policy.

## WILSON AREA SCHOOL DISTRICT VOLUNTEER CERTIFICATION FORM

- By checking this box, I certify that I have been a **Pennsylvania resident** for the previous ten (10) years.
- By checking this box, I certify that I am not disqualified from service, pursuant to 23 Pa. Cons. Stat. § 6344 (prohibited offenses are listed below), nor have I been convicted of any offense of a similar nature elsewhere.

**Certification:** I hereby verify that the statements made herein are true and correct to the best of my knowledge, information and belief. I understand that false statements herein are made subject to the penalties of perjury, pursuant to 18 Pa. C.S. § 4904, relating to unsworn falsification to authorities.

### PROHIBITED OFFENSES

In no case shall an administrator hire an applicant where any one or more of the following applies:

- (1) The applicant is named in the statewide database as the perpetrator of a founded report committed within the five-year period immediately preceding verification pursuant to this section.
- (2) The applicant's criminal history record information indicates the applicant has been convicted of one or more of the following offenses under Title 18 of the Pennsylvania Consolidated Statutes or an equivalent crime under Federal law or the law of another state:
  - Chapter 25 (relating to criminal homicide).
  - Section 2702 (relating to aggravated assault).
  - Section 2709.1 (relating to stalking).
  - Section 2901 (relating to kidnapping).
  - Section 2902 (relating to unlawful restraint).
  - Section 2910 (relating to luring a child into a motor vehicle or structure).
  - Section 3121 (relating to rape).
  - Section 3122.1 (relating to statutory sexual assault).
  - Section 3123 (relating to involuntary deviate sexual intercourse).
  - Section 3124.1 (relating to sexual assault).
  - Section 3124.2 (relating to institutional sexual assault).
  - Section 3125 (relating to aggravated indecent assault).
  - Section 3126 (relating to indecent assault).
  - Section 3127 (relating to indecent exposure).
  - Section 3129 (relating to sexual intercourse with animal).
  - Section 4302 (relating to incest).
  - Section 4303 (relating to concealing death of child).
  - Section 4304 (relating to endangering welfare of children).
  - Section 4305 (relating to dealing in infant children).
  - A felony offense under section 5902(b) (relating to prostitution and related offenses).
  - Section 5903 (c) or (d) (relating to obscene and other sexual materials and performances).
  - Section 6301 (a)(1) (relating to corruption of minors).
  - Section 6312 (relating to sexual abuse of children).
  - Section 6318 (relating to unlawful contact with minor).
  - Section 6319 (relating to solicitation of minors to traffic drugs).
  - Section 6320 (relating to sexual exploitation of children).
  - The attempt, solicitation or conspiracy to commit any of the offenses set forth above.
- (3) Within the five-year period immediately preceding verification, the applicant has been convicted of an offense designated as a felony under the act of April 14, 1972 (P.L. 233, No. 64), known as "The Controlled Substance, Drug, Device and Cosmetic Act.

NAME (PRINTED): \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_