

VOLUNTEER/CHAPERONE PROCEDURE

Independent School District Number 712 Mountain Iron-Buhl requires that all adults in contact with students must either have a background check, administrative approval, board approval or a combination of the above as listed below. The list is not meant to be all-inclusive, but sets guidelines for the District. The District always reserves the right to who can assist and volunteer with any programs and have access to the school buildings.

Background Check/Board Approval

1. All employees full and part-time.
2. All volunteer coaches grades K-12.
3. Weight room supervisors.
4. Regular scheduled classroom volunteers.
5. Overnight trip chaperones for field trips, athletic competitions, academic competitions, and fine arts competitions.

Athletic Director/Principal/Superintendent Approval School Board Informed

1. All workers assigned by the athletic director, coach or advisor which can include ticket takers, chain gang, announcers, clock operators, statisticians, and scorebook personnel, concession stand workers, referees (must have concussion training), judges, and trainers.
2. Community Education instructors, speakers and helpers.
3. School field trip chaperones.
4. Guest speakers, assembly program personnel, prom chaperones, one-day event helpers (track & field, etc.) college and military recruiters.
5. Building contractors, workers, and bidders.
6. Supervision of Overnight Activities:
 1. Chaperones assigned to field trips, athletic competitions and academic competitions of mixed gender will have a minimum of one male and one female chaperon.

Date of Board Approval: March 12, 2012

Date of Revision: