

Davis School District Policy and Procedures

Subject: 10CR-001 Volunteer Responsibilities and Expectations

Index: Community Relations

Revised: April 18, 2017

1. PURPOSE AND PHILOSOPHY

School volunteers are an important part of the educational team and can make a significant difference in the lives of students. The Davis School District (District) volunteer program can provide a rich resource of community members who can assist District faculty and staff in diverse ways to facilitate and enhance the learning process. The purpose of this policy is to outline responsibilities and expectations for those serving as volunteers in the District.

2. RESPONSIBILITIES AND EXPECTATIONS

- 2.1. In accordance with [Utah Code Ann. §67-20-04](#), volunteers shall have the approval of the school principal or department administrator to perform volunteer services under the supervision of an assigned District employee.
- 2.2. Volunteers are expected to follow the direction of the District, employee to whom they have been assigned and to conform to all applicable laws, rules, and policies.
- 2.3. In the course of volunteering for the District volunteers may be asked to deal with confidential information. It is the expectation of the District that volunteers shall keep said information in the strictest confidence in accordance with District policy [11IR-110 Family Educational Rights and Privacy Act](#).
- 2.4. In accordance with District policy [2HR-201 Employee and Volunteer Background Checks](#), volunteers who will be given significant unsupervised access to a student in connection with their volunteer assignment shall submit to a criminal background check as a condition of appointment.
- 2.5. In accordance with District policy [11IR-107 Recognizing Constitutional Freedoms in Public Schools](#), volunteers must maintain strict neutrality regarding religion while performing volunteer services for a school.
- 2.6. In the course of volunteering for the District, volunteers asked to transport students to school approved events shall meet all criteria established in District policy [5S-203 Student Transportation, Field Trips, and Extended Travel](#).
- 2.7. In accordance with [Utah Administrative Code R277-517 Codes of Conduct](#), District volunteers shall represent the highest standards and values of the community in a manner characterized by trust, morality, and ethical principles.
- 2.8. Failure to follow the direction of a supervisor or to follow applicable laws, rules and policies may give rise to terminating the volunteer from service.
- 2.9. Serving as a volunteer in the educational setting is not an entitlement and schools are not required to utilize volunteer services. The opportunity to volunteer may be denied or terminated by school administration where services are no longer needed or where the presence of the volunteer may be disruptive to the educational environment.

3. IMMUNITY FROM LIABILITY AND WORKERS' COMPENSATION

- 3.1. Volunteers performing volunteer services as directed by and under the supervision of a District employee shall be immune from liability with respect to such decisions or actions, other than in connection with the operation of a motor vehicle, unless it is established that such decisions or actions were grossly negligent, not made in good faith, or were made maliciously.

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- 3.2. A volunteer is considered a government employee for purposes of receiving workers' compensation medical benefits, which shall be the exclusive remedy for all injuries and occupational diseases as provided by law.

DEFINITIONS

“**Volunteer**” means any person who donates services without pay or other compensation except expenses actually and reasonably incurred as approved by the supervising agency. Volunteer does not include any person participating in human subject research to the extent that the participation is governed by federal law or regulation, nor does it include compensatory service workers.

REFERENCES

[Utah Code Ann. Title 63G, Chapter 8](#) – Immunity for persons performing voluntary services.

[Utah Code Ann. Title 67, Chapter 20](#) – Volunteer Government Workers Act.

[Utah Administrative Code R37-1](#) – Risk Management.

[Utah Administrative Code R277-517](#) –LEA Codes of Conduct.

FORMS

[Volunteer Agreement](#)

DOCUMENT HISTORY

Adopted: May 1, 1990

Revised: June 17, 2003 – Added section 2 Responsibilities and Expectations, and Section 3 Immunity for Liability and Workers' Compensation.

Revised: February 15, 2011 – Removed recognition section. This is no longer being done. Technical changes.

Revised: March 4, 2013 – Technical change to comply with State law.

Revised: April 18, 2017 (by consent) – Updated to comply with new Administrative Rule R277-517. Code on Conduct applies to volunteers.