

 <b>Tucson, Arizona</b>  <b>POLICY REGULATION</b>	POLICY TITLE: School Volunteers
	POLICY CODE: IJOC - R
	LEAD DEPARTMENT: Academic Leadership

To ensure the safety of our students, each individual who wishes to volunteer at a school must first complete a volunteer application form. (See Exhibit IJOC-E1) This form is maintained at the school site in a confidential file for the duration of the individual's volunteer efforts at the school.

Additionally, all volunteers must comply with the requirements of Governing Board Policy GDFA and GDFA-R regarding fingerprint clearance and certification relating to criminal offenses.

- Parent volunteers who have a child at the school at which they will be volunteering do not need to be fingerprinted but will need to complete the certification regarding criminal offenses. (See Exhibit IJOC-E2) This certification will be maintained together with the volunteer application form in a secure location at the school site.
- Non-parent volunteers and those parents who are volunteering at a school site where they do not have a child enrolled must be referred to Human Resources for fingerprinting and certification regarding criminal offenses. (See Governing Board Policy GDFA and GDFA-R)

Reviewed: July 29, 2005 [Friday Report]  
 Revised: August 15, 2012 [Policy Reference Correction Only]  
 Reviewed

**LEGAL REF.:** A.R.S. 13-3716 Notice of conviction of dangerous crime against children; or child abuse; violation; classification.  
 A.R.S. 15-512 General Provisions for School Employees  
 A.R.S. 23-901.06 Volunteer Workers

**CROSS REF.:**

Replaces TUSD Policy # 1140 Volunteer Programs