



2.07 Student Volunteers

2. School Administration - Administrative Procedure Manual

Pine Creek School Division recognizes that student volunteers can enrich the school environment and can benefit from the experience of volunteering. Therefore, Pine Creek School Division encourages and supports the concept of student volunteers providing service and assistance to the school community provided that precautions are taken to ensure that safety and security are addressed.

Although unpaid, when working in a volunteer role, student volunteers are considered as employees with regard to Workplace, Safety and Health procedures and therefore they must be provided with adequate training to perform their volunteer duties safely. Under no circumstances should a student volunteer be placed in a position where safety concerns have not been adequately addressed. This applies to volunteer situations which may last only a few minutes (e.g. assisting with setting up tables and chairs for a school event) or to regular, ongoing volunteer roles that may last for several months (e.g. assisting young students in a classroom setting).

Student volunteers will not be used in roles that replace paid staff, but rather, they will serve to supplement the work of division staff. There are some roles for which student volunteers are considered as unsuitable relative to the safety requirements and/or the confidentiality requirements of the situation.

Examples: student volunteers should never be allowed to drive a vehicle for the purpose of transporting students or moving divisional property; a student volunteer should not be left in charge of a school office; and a student volunteer should never be permitted to work on a ladder or scaffolding.

For high school students, high school credit may be earned as part of the Community Service SIP for regular, ongoing volunteer work.