



# VOLUNTEER ORIENTATION

NANTUCKET ELEMENTARY SCHOOL

SEPTEMBER 18, 2023

# WELCOME TO NANTUCKET!

- Thank you for  
deciding to  
volunteer with us!



# GOALS FOR TODAY'S ORIENTATION



To understand the role of the volunteer in our program



To review the policies and procedures relevant to our volunteer program



To review the responsibilities of any volunteer in our program

# BECOME A VOLUNTEER - VIDEO



THANK YOU FOR VOLUNTEERING! YOU DO MAKE  
A DIFFERENCE!





## CONTACT INFORMATION

Volunteer Coordinator:  
Christina Garner  
([csgarner@aacps.org](mailto:csgarner@aacps.org))

Principal: Megan Edwards  
([meedwards@aacps.org](mailto:meedwards@aacps.org))





## THE ROLE OF THE VOLUNTEER

- An appointed, non-paid staff member
- Serves under the direct supervision of a staff member
- Works as a team member with faculty and staff

# VOLUNTEER OPPORTUNITIES AT NANTUCKET

- Guest Reader
- Picture Day
- Media / Office Helper
- Making Copies
- Book Fair
- Field Trip Chaperone
- Field Day
- Laminating
- Room Parents (Halloween and Valentine's Parties)
- Hearing / Vision Volunteers
- Picture Day
- Small Targeted Literacy or Math Intervention Initiatives
- After-School Clubs





# SAFETY FIRST



- Always remember to sign in and out
- Exercise reasonable care in protecting students from harm
- During your volunteer hours, please do not bring infants or preschool-aged children. Teachers may have tasks that you can do at home.

# CONFIDENTIALITY IS CRUCIAL



- ALL information regarding children, teachers, and the school is **confidential** and should remain in the school setting
- Please refrain from taking pictures of any students while at school, even pictures of your own child/children
- Please refrain from using your volunteer time to speak with your child's teacher regarding your child's progress



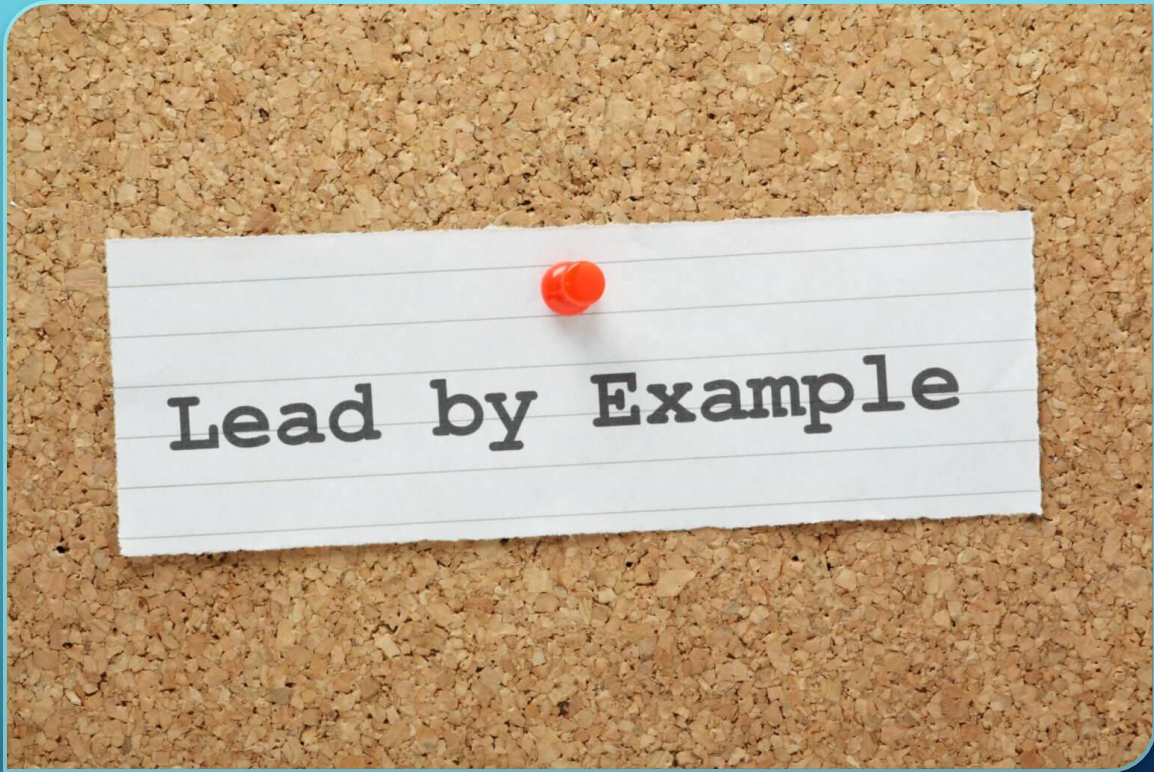
# COMPUTER DATA IS CONFIDENTIAL, TOO!

- Some school system data is confidential!
- Some student work on computers can be confidential!



# BE A GOOD ROLE MODEL

- Set a good example
- Be courteous, impartial, and fair
- Earn respect
- Give respect
- Avoid imposing your own religious or political views upon students



**Lead by Example**

# BE A GOOD ROLE MODEL

- There is no dress code for volunteers, but we ask that you follow the same dress code we ask our students to follow







## PLEASE REMEMBER THAT. . .

- smoking is not permitted on school grounds
- drugs and alcohol are not permitted on school grounds
- appropriate language should be used at all times

# IT BEGINS AND ENDS WITH **SECURITY**

- Commercial background checks
  - Good for **two years**
  - Submit request at least **three weeks** before event
  - For chaperones and volunteers **without one-on-one** unsupervised or unrestricted access to students
- Fingerprinting
  - Drown proofing volunteers
  - Unsupervised one-on-one access to students
  - Schedule fingerprinting through Fingerprinting Office at Central Office on Riva Road (\$63.00)
- Please watch the [video](#) regarding sexual harassment and child abuse and complete the volunteer and chaperone background check form

# THANK YOU!

- Thank you for your gift of time now and throughout the school year!

THANK  
YOU