

Glassboro Public Schools

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Volunteer Process **Tiered Category System**

The foregoing outlines the tiered category system for the unpaid volunteer process at Glassboro Public Schools. Unpaid volunteers are categorized as either Tier I Volunteers or Tier II Volunteers.

DEFINITIONS

- Tier I Volunteers:** Volunteers who provide assistance on only one occasion, or very infrequently, and/or Volunteers who have little or no student contact. Examples of Tier I Volunteers include:
- o A grandparent visiting a classroom;
 - o An individual presenting information to a class on a one-time basis;
 - o Ticket Sales/Fundraising;
 - o Individuals such as a parent, relative or friend who attends a class party of a one-time event in the classroom;
 - o Field Trip Chaperone;
 - o Concession Sales;
 - o Set Design;
 - o Classroom Observations;
 - o Volunteering Professors; and
 - o Year-long Parent Volunteers.

- Tier II Volunteer:** Volunteers who provide assistance on a more regular basis. Examples of Tier II Volunteers include:
- o Athletic coaches.

REQUIREMENTS

- Tier I Volunteer:** Volunteers are required to adhere to the following requirements:
- o Must complete the volunteer application packet;
 - o Must remain under the direct supervision of teachers and staff;
 - o Must complete the volunteer certification form stating that they do not have a criminal history or record;
 - o Must always sign in when entering a school building; and
 - o Should not be left alone with or have unsupervised contact with an individual or groups of students.

- Tier II Volunteer:** Volunteers are required to adhere to the following requirements:
- o Must complete the volunteer application packet;
 - o Must comply with the criminal history record check administered on behalf of the State of New Jersey, for which the volunteer will be reimbursed; and