



Things to Know when Hosting a Volunteer

- The teacher or a school staff person is responsible for directing the work of the volunteer.
- Staff should always be present when volunteers are working with students. Volunteers that will be unsupervised with students need a current background check on file.
- The teacher or other school staff is responsible for selecting students who can be successful working with a volunteer.
- The teacher or staff person should communicate regularly with their volunteers.
- The teacher or staff person should notify the parent/guardian of students that will be consistently receiving extra help from a volunteer.
- All student/volunteer contact should happen on school grounds. Off site activities require special planning by school staff and permission for involvement from guardians/parents.
- Teachers will not allow volunteers to have contact with students without insuring the volunteers have been screened and given an orientation by the school volunteer/family liaison or a staff person in the Volunteer MPS Office.
- Access to students via US mail or the internet must be conducted within MPS district policies and procedures.
- Remember to thank your volunteers for their service to our students!

Contact the Volunteer MPS Office with questions at 668.3880 or VolunteerMPS@mpls.k12.mn.us