



PARTNERS IN EDUCATION

A NEWSLETTER FOR DISTRICT VOLUNTEERS of CEDAR HILL ISD
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VOLUNTEER GUIDELINES

The district is bound by law and tradition to set certain standards for all volunteers to follow. This ensures that all students are protected while they are attending school. The following guidelines apply:

- 1) **Check in at the front office when you arrive at school.** This ensures that only authorized persons are allowed on school grounds.
- 2) If when you arrive, no one is in need of a volunteer, have the secretary contact the Campus Volunteer Coordinator.
- 3) You cannot give medications or medical treatment to an ill student unless authorized to do so in the presence of the campus nurse.
- 4) You may not promote any commercial produce or brand names during your service.
- 5) You may not make a referral to any public or private treatment program, individual or agency.
- 6) You may not propose any religious doctrines or beliefs.
- 7) You may not propose any political candidates/ parties.
- 8) You must seek the aid of appropriate school personnel in case of serious discipline problems, or suspected mental health or drug and alcohol problems.
- 9) You must avoid lending money to students, so that parents are not expected to return unauthorized expenditures.
- 10) If you volunteer more than 90 hours per year, you shall comply with the tuberculosis examination requirements. (See your campus nurse).
- 11) Volunteers must dress appropriately when offering services. We request the following:
 - Tops with sleeves,
 - Apparel without vulgar wording or pictures,
 - Shorts the same length (or longer) of your fingertips when placed at your sides,
 - No “rings” in nose, eyebrows or tongue, and
 - No “dangling” earrings for men.



Special Note: If you refuse to comply with the above guidelines or misrepresent yourself in any way on a campus, your volunteer privileges **will be revoked**. You will be notified of our decision verbally, and in writing. You will be directed to return your badge and to discontinue your services with this district for the remainder of the school year.