



# POLICY

COMMUNITY

**Haddonfield  
Board of Education**

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Volunteer Athletic Coaches and Co-Curricular  
Activity Advisors/Assistants

## **9181 VOLUNTEER ATHLETIC COACHES AND CO-CURRICULAR ACTIVITY ADVISORS/ASSISTANTS**

The Board of Education recognizes the services of volunteer athletic coaches and co-curricular activity advisors/assistants bring unique skills to the district, enrich the athletic program, assist the district's coaching staff members in the performance of their duties, and enhance the relationship between the school district and the community. Therefore, the Board authorizes a program for the utilization of volunteer athletic coaches and co-curricular activity advisors/assistants in the district.

For the purposes of this Policy, "volunteer athletic coach and co-curricular activity advisor/assistant" is a person who is not paid by the Board assisting under the direct supervision of an appropriately certified or licensed school district employee, and provides assistance for the school activity.

The Building Principal and/or the Athletic Director will be responsible for the recruitment and screening of volunteer athletic coaches and co-curricular activity advisors/assistants and their assignment. The district is not obligated to utilize the proffered services of a volunteer as determined by the Superintendent.

Coaching volunteers must be recommended by the Superintendent and approved by the Board prior to assuming any coaching responsibilities.

The Building Principal and/or the Athletic Director will prepare and promulgate rules of conduct for volunteer athletic coaches and co-curricular activity advisors/assistants. Each volunteer athletic coach and co-curricular activity advisors/assistants will be given a copy of this policy.

The following guidelines shall govern the service of a volunteer athletic coach and co-curricular activity advisors/assistants:

1. Volunteer athletic coaches and co-curricular activity advisors/assistants may serve only under the direction and direct supervision of an appropriately certified or licensed head and/or assistant coach or activity advisor or assistant employed by the Board;
2. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must clearly understand their duties and responsibilities and perform no services outside those duties;
3. Volunteer athletic coaches and co-curricular volunteer activity advisors/assistants serve only in a support capacity and only head or assistant coaches or activity advisors or assistants employed by the Board are responsible



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for the supervision and instruction provided to students participating in the athletic programs or co-curricular activities;

4. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall respect the individuality, dignity and worth of each student;
5. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants are not permitted access to student records;
6. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants must not disclose any confidential student matters the volunteer athletic coach or volunteer activity advisors/assistants becomes aware of as a result of their volunteer responsibilities;
7. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall consult with the Athletic Director regarding any matters or questions regarding their duties and responsibilities;
8. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants shall receive no financial remuneration from the Board; and
9. Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants may be immediately relieved of their volunteer responsibilities, with or without cause, by the Superintendent with such action to be recommended to the Board by the Superintendent at the next Board Meeting following relief of duties.

Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants will be screened for tuberculosis in accordance with the current New Jersey Department of Health Guidance for Tuberculosis (TB) Testing in New Jersey Schools.

Volunteer athletic coaches and volunteer co-curricular activity advisors/assistants will be required to participate in all mandated trainings required for their position and any other trainings as required by the Superintendent or designee.

All school volunteers must have an approved criminal background check and must be fingerprinted at volunteer's expense.

N. J. S. A. 18A: 6 - 7.1; 18A:6-7.2

BOE Revised Date: 8/22/2024  
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