

Volunteer Overview



Our Mission: Teaching students to gain the skills knowledge, and positive values that ensure success as productive citizens in an ever-changing world.

[Volunteer Handbook](#)



Responsibilities of Volunteers

- ❖ Complete Volunteer form each year.
- ❖ Sign-in each time you volunteer.
- ❖ Wear the volunteer badge at all times.
- ❖ Always check with the school prior to your visit to learn if the school is allowing visitors and any regulations about COVID-19 safety.
- ❖ Respect and follow all school rules.
- ❖ Discuss any concerns that may arise with the teacher or Parent Involvement Coordinator.
- ❖ Volunteers are **required** to report abuse. (see mandated reporters)
- ❖ Don't leave the school before you tell someone.

**See volunteer handbook for complete list of responsibilities- pg.5*



Mandated Reporter Information and Resources

Georgia law requires all **school system employees** and **school volunteers** who have “reasonable cause to believe that a child has been abused” to report suspected child abuse to the appropriate authority according to the local child abuse reporting protocol.*

- ❖ Immediately report any suspected or disclosed abuse to the school counselor or school administrator. (if it occurs during an off-campus school event, immediately report to lead school staff member). Report within 24 hours.
- ❖ If a student discloses that he or she has been abused, do not try to investigate or “get all the details.”
- ❖ Write down the actual words used by the student, if possible.
- ❖ Minimize the number of questions, if any, you ask the child and avoid the use of leading questions (questions that suggest an answer).

**For additional information see volunteer handbook- pgs.6-7*



Administrative Regulation for School Volunteers

Guidelines for roles and responsibilities for Thomas County Volunteers in Public Schools:

- ❖ **Confidentiality-** All records and profile information must be kept confidential.
- ❖ **Reliability-** Report on time for assigned duties.
- ❖ **Dress-** Wear appropriate attire for location and volunteer activity.
- ❖ **Relationship with children-** It is important to understand and accept students in terms of their own background, values, manners, vocabulary, and aspirations.
- ❖ **Discipline-** All discipline issues should be referred to the teacher for appropriate action.
- ❖ **Teacher conferences-** Conferences concerning a volunteer's child should be scheduled according to regular school procedures.
- ❖ **Ethics-** Volunteers should abide by the rules and policies of the school and school system and cooperate with the staff.
- ❖ **Relation with Staff-** It is desirable for the volunteer to establish and maintain a good working relationship with school staff members.
- ❖ **Contact information-** The volunteer should inform the school about any changes of address or telephone number.
- ❖ **Responsibility for Children-** The legal responsibility for students during the school day rests with school personnel.
- ❖ **Assignment of Volunteers-** Volunteers serving a school on a regular basis will be assigned duties or responsibilities by the principal or designee. Any concerns regarding the various assigned duties should be discussed with the appropriate school personnel.

**For additional information see volunteer handbook- pgs. 8-9*



School Contacts

Hand-In-Hand Primary School

(229) 225-3908

Principal

Dee Gaines

dgaines@tcjackets.net

Parent Involvement

Coordinator

Mary Dennis

mdennis@tcjackets.net

Garrison-Pilcher Elementary

(229) 225-4387

Principal

Amy Tyson

atyson@tcjackets.net

Parent Involvement

Coordinator

Misty Taylor

mitaylor@tcjackets.net

Cross Creek Elementary

(229) 225-3900

Principal

Jamie Thompson

jthompson@tcjackets.net

Parent Involvement

Coordinator

Carmen DeVane

cdevane@tcjackets.net

Thomas County Middle

(229) 225-4394

Principal

Clay Stanaland

cstanaland@tcjackets.net

Parent Involvement

Coordinator

LaToya Williams

latwilliams@tcjackets.net



School Contacts

Thomas County Central High

(229) 225-5050

Principal

Trista Jones

tjones@tcjackets.net

**Parent/Student Involvement
Coordinator**

Allison NeSmith

anesmith@tcjackets.net

Bishop Hall Charter School

(229)227-1397

Principal

Dr. Verna Wiggins

vwiggins@bhknights.net

**Parent Involvement
Coordinator**

Gwen Mitchell

gmitchell@bhknights.net

Renaissance Center

(229) 227-3222

Principal

Richard Potter

rpotter@tcjackets.net

**Parent Involvement
Coordinator**

Melissa Flowers

mflowers@tcjackets.net

**Asst. Superintendent of Federal
Programs and Accountability**

(229) 225-4380

Dr. Bob Dechman

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Federal Programs Secretary

Sheila Whitley

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Thank you for supporting
Thomas County Schools

[VOLUNTEER HANDBOOK & APPLICATION](#)

