

Child Reporting Guidelines

Occasionally a child will disclose during a group activity. It is important for volunteers to acknowledge the disclosure but not discuss it in front of the other students. After the group activity, the volunteer should talk with a DPS staff member in a quiet, private place.

Don't:

- Lead the child in questioning by suggesting what might have taken place. For example: "did he pull down your pants?" Did she hit you?"
- Ask the child to remove or undo clothing to find evidence of physical abuse.
- Disclose the information indiscriminately. Tell only those adults who need information to protect and support the child.

When in doubt, REPORT

Teacher or supervising adults are legally obligated to report, or ensure a report is made, about any suspected or alleged child abuse.

If unable to contact a DPS staff member, contact the Denver Department of Human Services Hotline—720-944-3000.

Student Confidentiality

Volunteers agree to operate under and in accordance with the policies of the Denver Public Schools while performing the duties as a school volunteer and to limit their discussion of confidential information to the professional staff only.

Staff Contacts

DPS Office of Volunteer Services

1350 E. 33rd Ave

Denver, CO 80205

720-424-8245

Volunteer_Services@dpsk12.org

Denver Urban Gardens

Jessica Romer, Community Initiatives Coordinator

303-292-9900

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Learning Landscapes

Cate Townley, Volunteer & Maintenance Coordinator

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Slow Food Denver

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Volunteers

Plant the Seeds of Kindness



Denver Public Schools & Denver School Garden Coalition:

Denver Urban Gardens, Slow Food Denver & Learning Landscapes



DENVER URBAN GARDENS
growing deep community roots for 25 years



Slow Food®

learning
landscapes
building community through play

Denver School Garden Coalition

For over a decade, Denver Urban Gardens (DUG), Slow Food Denver (SFD), and Learning Landscapes (LL) have been collaborating on the grounds of Denver Public Schools (DPS) to establish school/community gardens and associated education programs. The collaboration has manifested itself at dozens of DPS elementary schools, and has sought to serve the unique set of needs and circumstances within each school community, with the primary focus on student education and enrichment.

The Coalition believes that school gardens are inclusive spaces used as outdoor classrooms by students as a way of participating in multidisciplinary, experiential, science-focused education related to growing food, nutrition and cooking. Community involvement from the parents and neighborhood volunteers is essential to the function and sustainability of a school garden program. Community members and gardeners are invited to become more involved in school garden programming if interested.

For more information on the complete set of guiding principles or to get involved, please contact the appropriate Coalition organization.

Volunteer Requirements

Volunteers must complete an application and go through a screening process.

Volunteer Application Process

A volunteer application is required for non-parents volunteering on a regular basis or parents volunteering in a DPS classroom/school other than their child's. The process is repeated every 5 years.

Volunteer Background Check Process

Volunteers must complete a DPS Request for Criminal History/Background Check form:

- Fill out personal information including full name, date of birth, last four digits of your social security number*, the corresponding number from your photo ID**, and any available phone numbers.
- Indicate conviction of felonies or misdemeanors by checking corresponding box.***
- *If you don't have a social security number, indicate this on the form.
- **ID must have a photo, for example driver's license, passport or student ID, but does not need to be government-issued. Foreign ID's such as a driver's license or passport are also acceptable if you don't have a United States ID.

- *** A DUI or DWAI and any other misdemeanors must be noted on the form. Any information that appears on the background check that was not indicated on the form may cause a denial from DPS. (Please note that not all offenses necessitate a denial, the decision is made by DPS and is often determined on the basis of case outcome).

Processing of Forms

Completed volunteer application and background check should be submitted to your Garden Leader for processing. Once you have completed the process, you will be contacted regarding your clearance status.

Know the Story...

Take the time to learn about the school where the garden is located:

- *Principal & Staff*
- *History*
- *Mission, vision & core beliefs*

Guidelines for Outdoor Play Areas.

General guidelines for children:

- *Children should not jump from swings, stand while swinging, swing with or push another child, or twist the chains of the swing.*
- *Children should sit down when sliding.*
- *Climbing up the slide is not allowed*