

Privately Sponsored Activities Involving School Corporation Employees and Students

Section 1. Purpose: The purpose of this Policy is to establish procedures and guidelines to alert parents and guardians, at the time student participation is sought, that a particular activity is not a School Corporation-sponsored activity.

Section 2. Registration Required Prior to Solicitation of Student Participation: Any School Corporation employee promoting, organizing, or providing supervision for an activity not sponsored or conducted by the School Corporation shall, prior to soliciting the participation of School Corporation students at any School Corporation school through either the distribution of notices, flyers, brochures or other written material (including bulletin board postings) or direct oral communication (including general public announcements), register such non-sponsored activity/trip with the Superintendent, or the Superintendent's designee. If more than one School Corporation employee is involved in a privately-sponsored activity covered by this Policy, the participating employees shall, at the time of registration of the privately-sponsored activity, identify the employee responsible for providing the parental notification and obtaining the parental acknowledgment required under this Policy.

Section 3. Notification Responsibilities of School Corporation Employee Promoting, Organizing or Supervising a Non-Sponsored Activity: A School Corporation employee who promotes, organizes, or provides supervision for an activity involving School Corporation students that is not sponsored or conducted as a School Corporation activity shall notify the student and the student's parent or guardian in writing at the time that student participation is sought that:

- A. The activity/trip is not School Corporation or Corporation School sponsored or supervised.
- B. Funds paid in connection with the activity/trip are not received or accounted for by the School Corporation.
- C. The School Corporation has no role in disputes concerning funds or activities.
- D. Neither the School Corporation nor its liability insurance carrier are responsible, or liable, for any losses or injuries.
- E. School Corporation due process procedures are not applicable to disqualification, or removal, from the activity/trip.

- F. The School Corporation's Student Code of Conduct and Athletic Code of Conduct will be applicable only to the extent such codes would apply to non-school sponsored activities or out-of-school conduct.

Section 4. Parental Acknowledgment Required: Any School Corporation employee promoting, organizing or providing supervision for a privately-sponsored activity covered by this Policy and soliciting the participation of School Corporation students through School Corporation schools shall obtain written acknowledgment from the parents or guardians of each participating student that the notices required by Section 3 of this Policy were given. Said signed acknowledgments shall be maintained for a minimum of two (2) years after the activity.

Section 5. No Academic Credit: No School Corporation academic credit shall be provided for participation in any such privately-sponsored activity.