

WALNUT VALLEY UNIFIED SCHOOL DISTRICT

Volunteer Assistance Application

Name of Applicant: _____ Level Requested (circle one): _____ Explanation on back: Level 1 Level 2

Address: _____ City: _____ Zip: _____ State: _____

Date of Birth: _____ Place of Birth (city/state): _____

Height: _____ Weight: _____ Hair Color: _____ Eye Color: _____

Driver License/ID#: _____ Expiration Date: _____ Sex: _____ Male _____ Female

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Do you have a child or children currently enrolled at this school: _____ Yes _____ No

Student Name: _____ Teacher: _____ Grade: _____

Student Name: _____ Teacher: _____ Grade: _____

Emergency Contact Number: _____ Daytime Phone: _____ Evening Phone: _____

Criminal History: Have you ever been convicted of a felony or misdemeanor (except for juvenile convictions)? _____ Yes _____ No
If yes, explain in full detail (add additional pages as necessary): _____

ALL required supporting documents must be attached before your volunteer application can be processed. Applications will not be processed if they are missing required supporting documents and/or are incomplete. Attach all required documents to this application.

RETURNING VOLUNTEERS MUST RESUBMIT ALL DOCUMENTS ANNUALLY.

Please attach the supporting documents with your application:

- Application above has been completely filled out (all levels, required)
- Copy of California Driver's License (all levels, required)
- Copy of Tuberculosis test (Level 2 only, required)

Statement of Commitment and Responsibilities

As a volunteer on a Walnut Valley Unified School District campus, I agree to:

- Attend orientation or training sessions necessary for my assignment
- Keep school and student information confidential
- Abide by all school rules and Board regulations

Volunteer Signature: _____ Date: _____

APPLICATIONS THAT ARE MISSING REQUIRED SUPPORTING DOCUMENTS AND/OR ARE INCOMPLETE WILL NOT BE PROCESSED.

DEFINITION OF A VOLUNTEER

A volunteer is a person, 18 years or older (21 years or older for overnight activities), who receives no monetary compensation from the school district. A volunteer may be a parent, District employee, family member or community member, who submits an annual application to the school principal or designee to participate.

Levels of Volunteer Assistance regarding Background Checks

In order to provide students with a safe environment and allow for a variety of opportunities for volunteering, volunteer participation for the Walnut Valley Unified School District shall be classified into three levels: Level 1, Level 2, and Level 3. *Prior to commencing services, these volunteers may be subject to providing proper identification, clearing Tuberculosis (Mantoux) Test, background checks, and fingerprinting clearances, as indicated below.*

LEVEL 1 VOLUNTEER: Field Trip and Class Visit

May have infrequent, not prolonged contact with students, non-scheduled (one to two times a year).

Prior to commencing services, a Level 1 Volunteer is required to complete all of the following:

- a. Submit completed application each school year
- b. Provide a copy of California Driver's License or California ID

LEVEL 2 VOLUNTEER: Classroom or On-Site Volunteers

May have occasional, non-scheduled, or frequent contact with students only under direct supervision by certificated staff on campus.

Prior to commencing services, a Level 2 Volunteer is required to complete all of the following:

- a. Submit completed application each school year
- b. Provide a copy of California Driver's License or California ID
- c. Clear Tuberculosis test (good for 4 years) *Fees paid by applicant.*
- d. Undergo a background check using Megan's Law each school year. Verify under Megan's Law website that volunteer is not a registered sex offender. *No Fees. (This process takes approximately one week)*

LEVEL 3 VOLUNTEER: Coaches and Chaperones who supervise students for Frequent Activities and Overnight Events

May have pre-scheduled, frequent and/or prolonged contact with students for activities, events, and field trips as volunteers without direct supervision by certificated staff. (Volunteers for overnight field trips must be over 21 years of age)

Prior to commencing services, a Level 3 Volunteer is required to complete all of the following:

- a. Submit completed application each school year
- b. Provide a copy of California Driver's License or California ID
- c. Cleared Tuberculosis test (good for 4 years) *Fees paid by applicant.*
- d. Undergo a background check and be fingerprinted through the District's referral to County Livescan for submission to the State of California Department of Justice for clearance. *Fees paid by applicant. (This process takes approximately three weeks)*