

Banta Elementary Volunteer Application

California Education Code Section 35021 requires school districts to screen school volunteers. In order to complete the screening, please provide the information requested below.

Volunteer Name _____ **Home Phone** _____

Address _____ **Work Phone** _____

City _____ **State** _____ **Zip** _____ **Cell Phone** _____

Email _____

Name of person to contact in the event of an emergency _____

Relationship to you _____ Daytime telephone number _____

Name of regular physician _____ Phone number _____

Please describe special medical conditions (allergies, etc.) or special accommodations you have: _____

Availability: Please circle your preferred hours and days below:

Monday	Tuesday	Wednesday	Thursday	Friday
AM PM	AM PM	AM PM	AM PM	AM PM

Placement Information: The following information will allow us to match your expertise, interest, and skills with staff requests for volunteers. It will also assist us in recognizing your volunteer efforts.

Please indicate where you would like to volunteer:

_____ Classroom – Grade level preferred _____

_____ Special events _____ Office support

_____ Science volunteer

_____ Library

_____ Playground

_____ Lunch room

I understand that I will not receive any salary and/or other benefits while volunteering at Banta Elementary School.

Signature: _____ Date: _____

Have you ever been convicted of a felony or misdemeanor, or do you currently have a felony or misdemeanor charge pending? Convictions include a plea of guilty, nolo contendere (no contest) and/or finding of guilty by

To Be Completed By Administrator

Sport / Assignment: _____ **Authorized: Yes No**

Authorized By Principal: _____ **Date:** _____

By signing this authorization, I verify I have completed a search for the volunteer applicant's criminal history in Megan's Law.

BANTA ELEMENTARY SCHOOL

VOLUNTEER CODE OF CONDUCT

In my role as a Banta volunteer, I agree to abide by the following volunteer code of conduct:

I will:

- Follow the rules and policies of the school and the classroom
- Be respectful of students' abilities
- Respect the privacy of all students, staff and volunteers by keeping all information received in the performance of my volunteer work confidential (including test results and home/family matters)
- Be dependable, arrive on time and be prepared to help students
- Sign in and out at the school office and check in and out with the teacher if volunteering in a classroom
- Report unsafe conditions and notify appropriate school personnel of suspected child abuse and/or neglect
- Wear appropriate identification (e.g. volunteer badge)
- Dress appropriately according to school policy
- Communicate any concerns or questions to the teacher, principal or volunteer coordinator

I will NOT:

- Discipline students
- Use inappropriate language while volunteering
- Teach a class in the absence of the teacher
- Transport children without permission
- Use cell phones while in school or working with students
- Give religious instruction in the school
- Photograph a student without expressed permission from the principal
- Be under the influence of alcohol or drugs
- Carry weapons or drug paraphernalia
- Give medication to children

I will maintain confidentiality outside of school and will share any concerns that I may have with teachers and school administrators.

I agree to follow the Banta Elementary School Volunteer Code of Conduct at all times in my role as a volunteer or cease volunteering immediately.

Name– Printed

Date

Signature