

-BASS LAKE JOINT UNION ELEMENTARY SCHOOL DISTRICT

Volunteer Application Form
Required Annually – Please Print

I wish to volunteer at _____
(Name of School) (School Year)

Name _____
(Last) (First)

Address _____
(Street & Number) (City) (Zip Code)

Child's name: _____ GR _____ Teacher _____
Child's name: _____ GR _____ Teacher _____
Child's name: _____ GR _____ Teacher _____
Child's name: _____ GR _____ Teacher _____

Drivers License # _____

I attest that I have never been arrested for anything other than a minor traffic violation.
____ Yes ____ No

If no, please explain: (This does not preclude you from serving as a volunteer, although you must reveal details of other violations).

I understand that an automated records check and/or DMV check may be conducted regarding this application. I also certify that I have read the Parent Volunteer Guidelines and agree to abide by them when serving as a volunteer for the District. Further, I certify that all statements made on this application are factual and true.

Applicant Signature Date

Principal Signature Date

TB Clearance on file: ____ Yes ____ No
TB Clearance completed on _____; results good for 4 years.

BASS LAKE JOINT UNION ELEMENTARY SCHOOL DISTRICT

GUIDELINES FOR THE VOLUNTEER

The following guidelines have been established for the benefit of all parent volunteers. We feel that the parent volunteer can become a valuable asset to the teachers and students who participate in the program.

1. Because the teacher you have volunteered to help will be depending on your presence at the time you have specified, meeting that obligation is essential for this program to become a success.
2. Teachers are the final authority in their classrooms. They will give you specific instructions on how or what you will be doing. This also includes allowing the teacher to discipline your child in the manner set for his/her class.
3. CONFIDENTIALITY is a top priority in the class. This includes individual student achievement, behavior issues, problems, etc.
4. Please become familiar with your teacher's class routine; for example, the teacher's policies for using the restroom, sharpening pencils, leaving the classroom, etc.
5. Teachers have the ultimate decision on when and how often volunteers will work in their classroom.
6. Sign IN at the office when you arrive at the school and get a visitor's badge.
7. All accidents, however minor, must be reported to the teacher immediately.
8. Dress appropriately to work with students.

I have read the above stated volunteer guidelines and will adhere to each one.

Signature of Volunteer

Date

**Bass Lake Joint Union Elementary School District
Becoming a Volunteer**

Volunteers who offer their services to the Bass Lake Joint Union Elementary School District need to follow the following procedures:

Step 1

Volunteers must submit a "Volunteer Application Form" to the school principal. This application is valid for one school year. A new application must be made each school year. All volunteers shall sign the Volunteer Guidelines form certifying that they have read and agree to the conditions therein.

Step 2

Volunteers must submit proof that they are free from active Tuberculosis with test results that are current within the last 60 days. Test results are good for 4 years.

Step 3

The principal may refuse to register a volunteer for reasons stated in Penal Code Section 627.4 or if the principal deems the volunteer not supportive of the total program of the school.

Step 4

The application with the signature of the volunteer and proof of a negative TB test and the signature of the principal must be submitted to the school office. Volunteers supervising on overnight fieldtrips are required by this policy to be fingerprinted.

Volunteers should wear a volunteer badge while on campus for the duration of the time they are serving as a volunteer. Volunteers must sign in and out at the office. It is important for the school to know who is on the campus at all times.