

School District 27J Office for Human Resources 18551 E 160th Avenue Julie Trujillo Brighton, CO 80601-3295 Volunteer Program Coordinator (303) 655-2919 FAX (303) 655-2966 jtrujillo@sd27j.net

VOLUNTEER APPLICATION

**SCHOOL or SITE:** (where you intend to volunteer) **BRIGHTON HIGH SCHOOL VIRTUAL**

 **1.** **VOLUNTEER APPLICANT’S PERSONAL INFORMATION (Please Print)**

Last Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_First\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Middle\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Male\_\_\_\_\_ Female\_\_\_\_\_\_ Birth date: \_\_\_\_\_\_\_\_ Maiden or Any Other Names Used: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City/Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

List all other cities where you have lived since becoming an adult (age 18):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child(ren)’s Name(s) 1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. PLACEMENT REQUEST**

\_\_\_\_\_ Classroom. Teacher’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Volunteer Coach (MS or HS) Sport:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Coach’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Field Trip Student Chaperone. Date and Destination: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Before/After School Program. Name of Program:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Overnight Chaperone and/or Driver. Date and Destination: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ Clerical/Front Office/Library. Describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_X\_\_ Other. Describe: **BHS VIRTUAL TUTOR / Supervisor: Karen Smidt-Teacher Librarian @ BHS**

Note: You will not be approved as a 27J Volunteer if you do not answer the questions on this form truthfully, and you will not be allowed to reapply as a volunteer at any 27J site during the current school year. The district has a background check performed on all volunteer applicants. Not all offenses will disqualify you from service as a volunteer, but you must fully disclose felonies and misdemeanors.

**Have you ever been charged with, arrested for, convicted of, pled nolo contendere to, or received a deferred sentence or deferred prosecution as an adult for a felony or a misdemeanor crime? \_\_\_\_No \_\_\_\_ Yes**

 If yes, please describe*: (Use another sheet of paper if necessary)*:

**3. ACKNOWLEDGEMENTS**

 Please carefully read each item governing the terms and conditions of volunteer service in 27J Schools. After you have read the agreement, please complete the required information and sign. If you have any questions, please contact Julie Trujillo at the information provided above.

1. I understand and agree that if I am approved as a 27J Schools volunteer, I will be subject to the direction and

 control of the Principal of the school, Site Supervisor/Director, or their designees.

1. I understand that prior to serving as a volunteer in 27J Schools the school district will conduct a background

 check on me, and may update it at any time during my service as a volunteer. This background check will

 include obtaining a report that will include information concerning any criminal history. By providing the

 information requested and signing below, I consent to 27J Schools conducting a background check.

1. I understand that 27J Schools reserves the right and discretion to deny my application and may suspend,

 restrict, and/or terminate my status and service as a volunteer at any time for any reason.

1. I agree to watch the 27J Volunteer Safety and Security Training presentation and direct any questions to school

 staff or the 27J Volunteer Coordinator.

1. At all times, I will serve under the direct supervision of a school district staff member.
2. I will wear my 27J Volunteer identification badge at all times when I am providing volunteer services for 27J

 Schools, and will follow site check-in and check-out procedures.

1. For every child I interact with or observe as a volunteer, I understand that I am obligated to report any known

 or suspected child abuse to the teacher, Principal, counselor, or Site Supervisor/Director.

1. I understand that I am NOT to contact parents, legal guardians or student emergency contacts unless director

 to do so by the Principal, Site Supervisor/Director or their designees.

1. I will conduct myself in a friendly, courteous manner and not show partiality toward any student, and will

 remain neutral in my speech and actions with respect to religion and politics at all times while engaged in

 volunteer services with students.

1. I understand that I am to call the school directly if for any reason I cannot fulfill my volunteer expectations.
2. I understand that it is my responsibility to inform the Principal or Site Supervisor/Director of any health/medical

 issues that may impair my ability to or prevent me from properly carrying out the duties and responsibilities of

 the volunteer service to which I have been assigned.

1. I understand it my responsibility to immediately report any injuries I incur while volunteering for 27J

 Schools to the Principal or Site Supervisor/Director.

1. I understand and agree that as a 27J Schools volunteer I am subject to all applicable 27J Schools

 policies/regulations and all directives from authorized 27J Schools officials.

1. I understand that while performing my volunteer service, I am not considered an employee and therefore not

 compensated or afforded insurance coverage under any district’s insurance policies (ex: workers’

 compensation, general liability, errors, and omissions, etc.). Also, in case of physical injury to me, or

 damage or theft of personal property, (including my personal vehicle), I understand that I am not entitled to

 any liability coverage provided by the district.

1. I understand that failing to maintain the confidentiality of all student education records and information may

 disqualify me from further service as a volunteer. I will not disclose, use or disseminate student photographs or

 personal information about students.

1. **Volunteer Coaches Only:**
2. ***I understand that at all times my volunteer service will be under the direct supervision of the Head Coach and that the principal or designee will determine the responsibilities of my volunteer position.***
3. ***I will be familiar with and abide by all District and CHSAA rules governing athletics and activities.***

 I affirm I have read and understand all the information above, that all information I have provided is true and accurate, and that I agree to abide by all sections and conditions above.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\*\*COPY OF DRIVER’S LICENSE OR ID IS MANDATORY\*\***

**27J School Volunteer Authorization:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Principal/Administrator (or Designee) Authorizing Volunteer**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **27J HR Volunteer Coordinator**