



FREMONT UNION HIGH SCHOOL DISTRICT Coach/Volunteer Approval Form

This form must be completed by a Site Administrator or Athletic Director for each new coach/volunteer hired. Human Resources (HR) will not process any new coach/volunteer without this form completed. Once signed, please send one copy of this form to Classified HR and give this form to the coach/volunteer to take with them to see Senior HR Specialist, Melissa Duran. If you have any questions, please contact HR at 408-522-2225.

Name of Coach/Volunteer: Site Coach/Volunteer will work at:

Coach/Volunteer Phone #:

Coach/Volunteer E-mail Address:

Sport/Activity:

Season/Semester: Fall Winter Spring Year Long 1st Semester 2nd Semester

Human Resources will need the following from each Coach/Volunteer:

- Fingerprint clearance (from the Department of Justice and the Federal Bureau of Investigation)
- A California Driver's License/State ID
- A negative TB test (*the coach/volunteer can pick up a form from HR for a discounted rate at U.S. HealthWorks*)
- ASEP Certification (*4 hour or 8 hour class - depending on requirements for coaching/volunteer position*)
- Concussion Certification

Coaches/Individuals receiving a stipend from the school site are required to complete a "Coach Application" with the FUHSD Human Resources Department -

Coach Application Includes (the above Volunteer requirements, as well as):

- Data Input Form
- W4 and I9
- Affidavit/Oath/Emergency Contact Form
- Child Abuse Reporting Form
- APPLE Questionnaire and Enrollment Form
- First Aid Certification
- CPR Certification
- Water Safety Certification (if needed)

Site Use Only:

The above named coach will receive the following portion of the stipend (please check the appropriate box below):

Full 1/2 of stipend Other amount:

I understand I must ensure that the above named coach/volunteer has completed all required certifications/training prior to having contact with any student.

Athletic Director's Name (please print)

Athletic Director Signature

Date

Principal/Designee's Name (please print)

Principal/Designee's Signature

Date