

Walker County Board of Education School Volunteer Application

2021-2022

For the safety of students, Walker County Board of Education Policy IFCD requires volunteers to complete the following application prior to volunteering in local schools. One who wishes to volunteer must fill out the application below and obtain approval from the principal. By signing this application, volunteers signify that they understand that they are not employees of the Walker County Board of Education and work without compensations or benefits. They further signify that they understand that they are at will and call of the school principal as to when they volunteer and what volunteer work they perform. By signing this form, volunteers understand that they are required to follow all Walker County Board of Education policies.

Name _____

Child's Name _____ Grade _____ Teacher _____

Phone _____ Cell _____ Okay to Text? _____

E-mail _____

Street _____

City _____ State _____ Zip _____

Reference #1 _____ Phone _____

Reference #2 _____ Phone _____

Reference #3 _____ Phone _____

Have you ever been convicted or pled Nolo Contendere for a violation of any federal law, state law, county or municipal law, regulation, or ordinance other than a minor traffic violation? (Exclude events prior to age 17) Yes _____ No _____

I affirm to the best of my knowledge that all information in this application is true and correct and that I understand the regulations concerning volunteers.

Volunteer Signature _____

Principal Signature _____

STATEMENT OF CONFIDENTIALITY

Insuring privacy and confidentiality is essential if the teacher is to feel confidence in the volunteer and be willing to share information. It is the policy of this program that EVERY volunteer has a fundamental obligation to protect the records and personal information about our students and teachers. We ask that you as a volunteer agree to the following:

1. Protect the identity of students.
2. Never discuss students or their circumstances with anyone other than school staff.
3. Never discuss students or their circumstances in public places.
4. Never read records you might see in offices during the course of your work. Teachers will share any information with you that will be necessary to perform your job.

I agree to the above instructions and pledge my commitment to confidentiality of student and teacher information.

Name: _____

Signature: _____

Date: _____

Assurance of Mandated Reporter Information

Georgia law designates certain individuals including school volunteers as **mandated reporters** of child abuse or neglect [OCGA 19-7-5(c)(1)]. This law requires mandated reporters to contact the principal or their designee if they have reasonable cause to believe that a child known to them is suspected of being abused or neglected.

The submission of this form serves as an assurance that you have been informed of this requirement.

Signature

Date

Volunteer Confidentiality Assurance Statement

I understand that as a volunteer of the Walker County School District, I may have the opportunity to have access to information about students and their families. I have a clear and firm understanding of my legal responsibilities to keep this information confidential and private. I further understand that it is illegal to share any information with those who do not need to have access to this information.

Signature

Date

Assurance of Mandated Reporter Training

Georgia law designates certain individuals as **mandated reporters** of child abuse or neglect [OCGA 19-7-5(c)(1)].

The law also requires that these individuals receive training in:

- Recognizing the signs and symptoms of child abuse and neglect;
- The legal requirements of the Child Maltreatment Act and the duties of mandated reporters under the Act;
- Methods for managing disclosures regarding child victims

The submission of this form serves as an assurance that you have been included in training in child maltreatment reporting that is appropriate.

Signature

Date

School/ Department

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|---|--------------|----------------------|
| BOARD POLICY | CODE: | IFBGA |
| ACCEPTABLE USE POLICY (AUP) FOR THE INTERNET | DATE: | June 19, 2006 |

Reasons for this Policy

The Walker County School District ("School District") is providing computer network and Internet access for its students and employees. This service allows employees and students to share information, learn new concepts, research diverse subjects, and create and maintain school-based websites.

The School District has adopted this Acceptable Use Policy ("Policy") to set guidelines for utilizing School District-owned computer and computer peripheral equipment and accessing the computer network or the Internet service provided by the School District. Every year, students and employees who want computer network and Internet access for that upcoming school year need to sign and submit this Policy to the School District. Students who are under 18 also must have their parents or guardians sign this Policy. By signing this agreement, the student, employee, and parent or guardian agree to follow the rules set forth in this Policy and to report any misuse of the computer network or the Internet to a teacher or supervisor. Parties agreeing to this policy also understand the School District may revise the Internet Acceptable Use Policy, as it deems necessary. The School District will provide notice of any changes either by posting such a revised version of the Policy on its website or by providing written notice to the students, employees and parents or guardians.

This Acceptable Use Policy must accompany any request for a Walker County School District network (WCSDnet) account that provides e-mail and Internet access and is also required for access to any WCSD network server. The student or employee is strongly encouraged to change their password the first time he or she uses the Account and routinely thereafter. Passwords for each Account should be kept in a secure location and should not be shared with other WCSDnet users.

The Account may only be used during the time the user is a student or employee of the School District. Anyone who receives an Account is responsible for making sure it is used properly.

The Account provided by the School District should be used only for educational or professional purposes. Staff may use the Internet for personal use only if such use is incidental, has received prior supervisor approval, and occurs during their duty-free time.

If a user is uncertain about whether a particular use of the computer network or the Internet is appropriate, he or she should consult a teacher, supervisor, or administrator.

ATTACHMENT F

SUBSTITUTE, VOLUNTEER AND OTHER USER AGREEMENT

All substitute teachers, volunteers and other users must read and sign below.

I have read, understand, and agree to abide by the provisions of the attached Acceptable Use Policy of the Walker County School District ("School District").

I understand and agree in the event a third party makes a claim against the School District as a result of my use of the computer network or the Internet provided by the School District, the School District reserves its right to respond to such a claim as it sees fit and to hold all offending parties, including myself, responsible.

I release the School District, its affiliates, and its employees from any claims or damages of any nature arising from my access or use of the computer network or the Internet provided by the School District. I am responsible for toll charges (if any) as a result of using WCSDnet services. I also agree not to hold the School District responsible for materials improperly acquired on the system or for violations of copyright restrictions, users' mistakes or negligence, or any costs incurred by users.

This agreement shall be governed by and construed under the laws of the United States and the State of Georgia.

Name

School Name

Signature

Date

This form is to be kept at the school or office and kept on file by the school site administrator. It is required for all substitute or temporary workers that will be using a computer network and/or Internet access. It is to be renewed each year prior to any computer network or Internet usage.