



TURLOCK HIGH SCHOOL

1600 East Canal Drive
Turlock, CA 95380

Aaron Mello, Assistant Principal

Dear Volunteer,

We are extremely pleased that you are volunteering to assist our Turlock Unified School District students. Your time, energy and commitment are greatly appreciated. Attached is an application you must complete in order to serve as a volunteer in our district. We have provided a checklist to assist you in making this as easy as possible.

Please do the following:

- ☐ Complete both sides of Site Volunteer Application form (blue)
- ☐ Obtain a Tuberculosis (TB) clearance
- ☐ Submit a copy of a photo I.D.

If driving personal vehicle you must also submit:

- ☐ DMV printout (H6) of driving record
- ☐ Complete Volunteer Driver Statement (tan)
- ☐ Copy of auto insurance policy showing minimum coverage requirement listed on Volunteer Driver's Statement

Please return the completed application to each school site in which you would like to volunteer. The Principal will review the application and complete the screening through the Megan's Law website. We look forward to working with you as a Turlock Unified School District volunteer.



Learning Today ... Leading Tomorrow



Turlock Unified School District

SITE VOLUNTEER APPLICATION

BRN CRW CUN DMS eCAD ERL JUL
MED OSB PHS RHS **THS** TJHS WAK WAL

FULL LEGAL NAME: _____
Last First Middle Name Maiden Name/Alias

CURRENT TUSD EMPLOYEE: YES ☐ NO ☐ TEACHER'S NAME: _____

STUDENT'S NAME: _____ RELATIONSHIP: _____

ORGANIZATION NAME/PHONE (if applicable): _____

HOME ADDRESS: _____
Street Number City State Zip Code

MAILING ADDRESS (if different): _____
Street Number City State Zip Code

DATE OF BIRTH: ____/____/____ DRIVERS LICENSE NUMBER: _____ STATE: _____

PHONE NUMBER: _____ ALTERNATE CONTACT NUMBER: _____

E-MAIL ADDRESS (Optional): _____

IN THE EVENT OF AN EMERGENCY, CONTACT: _____
Name Relationship Phone Number

Date/Times Available to Volunteer: MON ☐ TUES ☐ WED ☐ THU ☐ FRI ☐ SAT ☐ AM ☐ PM ☐

I am available to volunteer as: _____

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 a finding of guilty by a judge or a jury. (Note: Exclude convictions for marijuana-related offenses if more than two years old). ☐ YES ☐ NO

If "Yes," list all convictions including, but not limited to convictions for "driving under the influence," and convictions for sex and/or drug offenses listed in California Education Code Sections 44010 and 44011, except for convictions related to marijuana if it is more than two year after the date of the conviction. Include any serious or violent felony convictions in any state or jurisdiction as enumerated in California Penal Code section 667.6© and 1192.7©.

By submitting my application and in accordance with California Education Code Section 35021.1, I hereby authorize the school to conduct a background investigation and authorize release of information in connection with my application for volunteer status. In signing below, I affirm that the information provided in this application is true and correct to the best of my knowledge. Any falsification on this application may result in denial or revocation of my volunteer relationship. I have read and agree to the Board Policies listed on the back side of this application.

Please submit an application to each site in which you would like to volunteer.

Signature

Date

THIS SECTION TO BE COMPLETED BY TUSD

*TB Test Exp: _____ Date mm/dd/yyyy	Photo ID Copied: _____ Date mm/dd/yyyy	DMV: _____ Date mm/dd/yyyy	Fingerprints: _____ Date mm/dd/yyyy	Megan's Law: _____ Date mm/dd/yyyy	Notification: _____ Date mm/dd/yyyy
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APPROVED FOR: _____ - _____ LEVEL: II III APPROVED BY: _____ / _____
School Year Site Administrator's Signature Date

Site administrators have the right to make final approval for all volunteers.

*Copy to Human Resources

1574 E. Canal Drive, P.O. Box 819013 • Turlock, CA 95381-9013 • Ph (209) 667-0632 Ext 2104 • Fax (209) 664-1157

Please read and initial below.

STATEMENT OF CONFIDENTIALITY FOR SCHOOL VOLUNTEERS

All school volunteers are expected to maintain confidentiality while working in the school. I understand that in the course of volunteering at a school site that I share the responsibility of maintaining the confidentiality of any employee or student information that may be available to me. I further understand that I am not to discuss academic or other confidential information regarding students or employees with anyone. Any breach of confidentiality will be carefully reviewed and may result in termination of volunteer involvement with the school.

TURLOCK UNIFIED SCHOOL DISTRICT BOARD POLICIES

Related to Volunteer Services

1240 (a) VOLUNTEER ASSISTANCE

The Superintendent or designee shall develop and implement a plan of recruiting, screening, and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. He/she may also recruit community members to serve as mentors and/or make appropriate referrals to community organizations.

(cf. 1020 – Youth Services)

(cf. 1400 – Relations Between Other Governmental Agencies and the Schools)

The Superintendent or designee shall establish procedures to protect the safety of students and adults. These procedures shall include laws related to tuberculosis testing and may also include laws related to criminal record checks.

54145.7 SEXUAL HARASSMENT – STUDENTS

The Board of Trustees is committed to maintaining an educational environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students by other students, employees, or other persons, at school or at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against persons who complain, testify, assist, or otherwise participate in the district complaint process.

3513.3 TOBACCO-FREE SCHOOLS

The Board of Trustees recognizes the health hazards associated with smoking and the use of tobacco products, including the breathing of second-hand smoke, and desires to provide a healthy environment for student and staff.

The Board prohibits the use of tobacco products at any time in district-owned or leased building, on district property and in district vehicles. (Health and Safety Code 104420; Labor Code 6404.5; 20 USC 6083).

This prohibition applies to all employees, students, and visitors at any instructional program, activity or athletic event.

ACKNOWLEDGEMENT REGARDING CHILD ABUSE

Section 11166 of the Penal Code requires any child care custodian, medical practitioner, nonmedical practitioner, or employee of a child protective agency who has knowledge of or observes a child in his or her professional capacity or within the scope of his or her employment whom he or she knows or reasonably suspects has been the victim of child abuse to report the known or suspected instance of child abuse to a child protective agency immediately or as soon as practically possible by telephone and to prepare and send a written report thereof within 36 hours of receiving the information concerning the incident.

**Turlock Unified School District
VOLUNTEER DRIVER STATEMENT**

Complete this section to drive personal vehicle:

Licensed drivers must be at least 21 years of age. (*Attach a copy of valid Driver's License.*)

<u>Name (Please print)</u>	<u>Driver's License #</u>	<u>Expiration Date</u>
Driver		

Complete this section if driving personal vehicle:

<u>Make/Model of Car</u>	<u>License #</u>	<u>Passenger Design Capacity</u>
Vehicle		

I certify that the above described vehicles are covered by the following insurance:

(*Attach a copy of insurance policy showing minimum coverage required as listed below.*)

Name of Insurance Company _____

Public Liability (limits of coverage) _____
Minimum - \$100,000 per person/\$300,000 per occurrence

Property Damage (limits of coverage) _____
Minimum - \$25,000

Medical (limits of coverage) _____
Minimum - \$5,000

Expiration date of insurance policy: _____

NOTE: Uninsured motorist coverage is recommended. I further certify that vehicle is equipped with safety restraints.

Driver Statement

I certify that I have not been convicted of reckless driving or driving under the influence of drugs or alcohol within the past five years and that all information given on this statement is true and correct. I understand that if an accident occurs, my insurance coverage shall bear primary responsibility for any losses or claims for damages.

I certify that I have received and will abide by the driver instructions provided by the district.

SIGNATURE _____ **Date** _____ **Phone** _____
(Registered Owner)

For Office Use Only

Check appropriate boxes:

Driving for the following groups/activities:

<input type="checkbox"/> Auto is designed for no more than 10, including driver.	_____
<input type="checkbox"/> Proof of insurance has been presented.	_____
<input type="checkbox"/> Proof of valid driver's license(s) has been presented.	_____

Approved _____
Principal or Assistant Principal/Student Services

_____ Date

REMEMBER: Photo copy of Driver's license must be attached. Attach proof of minimum insurance coverage if driving personal vehicle. Turn forms in to **School Office**/Student Activities Center.

TRANSPORTATION FOR SCHOOL ACTIVITIES

INSTRUCTIONS TO DRIVERS

The following is a list of instructions for volunteers who use their cars or other vehicles to transport other students on field trips, or to and from school events:

1. You must have a valid driver's license and be 21 years of age or older.
2. Check safety of the vehicle - tires, brakes, lights, horn, suspension, seat belts.
3. Check the adequacy of your liability insurance. You are liable in the event of accident, injury, or death resulting from such use of your vehicle. State law states that "all persons making any field trip or excursion shall be deemed to have waived all claims against the district (or its employees) or the State of California for injury, accident, illness, or death occurring during or by reason of the field trip or excursion." (Ed Code 35330).
4. Vehicles volunteered cannot be designed to carry more than ten (10) persons, including the driver (VC 545) (Ed Code 39830). The number of occupants in a sedan, passenger vehicle, station wagon, or van, including driver, may not exceed what the vehicle was designed to carry. Each passenger is required to use a safety restraint system or safety belt in accordance with law.
5. Motor homes may not be used to transport students, unless specifically authorized by the administration. Open Jeep type vehicles may not be used. Students are expressly forbidden to rider in the cargo area of pickups or motor trucks, whether or not these areas are enclosed by camper shells or other protective covering.
6. Do not smoke a pipe, cigar or cigarette while there are minors in the vehicle, as required by law (Health & Safety Code 118947-118949).
7. Obey all traffic laws.
8. Follow the safest, most direct route, avoid unnecessary stops.
9. Travel caravan style if more than one vehicle is used for the trip.
10. In the event of an accident, notify the Turlock Police Department and request that the Principal be contacted by them, in addition to normal procedures.