



HICKORY FLAT ELEMENTARY SCHOOL

Mrs. Kerry Estep, Principal
Mrs. Denna Vance, Assistant Principal
Mr. Nick Zomer, Assistant Principal

Hickory Flat Volunteer,

Thank you for volunteering your time. We greatly appreciate you and are thankful for your partnership. We know there are many things that we would be unable to do without the support of our wonderful school community and amazing volunteers.

As a volunteer, please be mindful of a few key items:

- All volunteers must be listed in SYNERGY as a contact for the participating class.
- Please be sure to sign in & wear your visitor tag so that it is visible to everyone in the building.
- If you overhear student conversations that you feel are worrisome, please inform a school staff member.
- If a student reports something inappropriate to you, you must inform a school staff member immediately. All information shared with you from the student must remain confidential except for reporting to school personnel.
- Please maintain appropriate boundaries with students (including social media)
- Be mindful of school expectations and help promote a positive, safe experience for students.
- HAVE FUN!
- Please sign out in the office before you leave.

Again, THANK YOU for supporting Hickory Flat Elementary School and serving in the role of volunteering. WE APPRECIATE YOU!

Kindly,

Kerry Estep
Principal

I have read and understand the responsibilities associated with serving as a volunteer.

Student(s): _____ Teacher: _____

Volunteer Name: _____

Volunteer Signature: _____

2755 East Cherokee
Drive Canton, GA 30115



Mary Elizabeth Davis, PhD
Superintendent of Schools

Phone 770.704.1444
Fax 770.345.2689

PERSONAL DATA

- ☐ Yes ☐ No 1. Have you ever pled guilty to or been convicted of an offense related to possession or distribution of illegal drugs?
- ☐ Yes ☐ No 2. Have you **ever** been **charged** with, convicted of, or pled nolo contendere for any crime other than a minor traffic violation?
Please Note: Driving While Intoxicated (DWI), Driving Under the Influence (DUI), and similar charges are NOT considered minor traffic offenses and should be reported.
- ☐ Yes ☐ No 3. Do you have relatives working for the Cherokee County Board of Education?

IF ANY ANSWER IS "YES", YOU MUST ATTACH AN EXPLANATION.

CONFIDENTIALITY/MANDATED REPORTER AGREEMENT

I understand that in the course of my volunteer time within the Cherokee County School District, I may become aware of confidential information about specific students. This information may include, but not be limited to, such issues as students' enrollment status, daily schedule, academic performance, attendance record, disciplinary record, disabilities and other educational matters. I understand and agree that I will not disclose such confidential information except to appropriate school employees who request this information.

I understand that under current GA Law (O.C.G.A. § 19-7-5), school-affiliated volunteers are considered as "mandated reporters" of suspected child abuse. Should I gain information as it relates to a suspected case of child abuse through a verbal/written communication, direct observation, or some other manner, I understand that I must report this information to the school's administration immediately. Upon reporting any such concerns, I understand it would become that administrator's (or a designee's) responsibility to then report the suspected abuse to the appropriate state or local investigative agency.

DATE _____ SIGNATURE OF APPLICANT _____

PERSONAL AFFIRMATION

I verify that all information that I have provided on this application is true and complete to the best of my knowledge. I am aware that providing false or misleading information or the withholding of facts, including facts of one's criminal record, on this application will be grounds for refusal to allow me to serve as a volunteer. If volunteering, I agree to abide by the policies, rules and regulations of the Cherokee County School District and State Board of Education.

My signature further authorizes the Cherokee County School District to investigate my past employment activities, personal references and criminal record (as provided by OCGA § 20-2-211), to determine my suitability for the position for which I am applying, and authorizes representatives of the Cherokee County School District to contact my references, previous employers, schools attended, court officials, law enforcement authorities, and other individuals. I understand that the Cherokee County School District may investigate other sources or references other than those given in this application. I agree to sign appropriate forms giving consent to a criminal record check through the Georgia Crime Information Center.

I understand that nothing in this volunteer application, in the statements or policies of the Cherokee County School District or Cherokee County Board of Education, or in my communications with any District or Board official is intended to create an employment contract. No promises of employment have been made to me.

I understand that volunteers and the school district have an at-will relationship. At-will means the relationship can be terminated at any time with or without cause by either the volunteer or the school district. I also understand that I am not to begin volunteer work until I am on the Approved Volunteer List.

DATE _____ SIGNATURE OF APPLICANT _____

Return Application to the Principal at the school(s) for which you wish to be considered.

The Cherokee County School District is an equal opportunity employer and does not discriminate in employment on the basis of race, color, sex, religion, creed, national origin, age or disability.



Cherokee County
School District

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