



VOLUNTEER ASSISTANCE FORM

Board Policy 1240

VENTURA UNIFIED SCHOOL DISTRICT
FACILITIES, MAINTENANCE AND OPERATIONS
SELF-HELP PROJECT

Do not begin project until you have received an approved copy of this request

SCHOOL: _____ DATE: _____

PROJECT COORDINATOR: _____ TITLE: _____ TELEPHONE: _____

Name and Title of organization or Project Coordinator Responsible for project

- 1. Plans Included: Yes _____ No _____ (Plans Required for Facility/Grounds Coordination)
- 2. Purpose and Description of Project: _____

3. Maintenance: Will the modifications/improvement require ongoing district maintenance? Yes ___ No ___

4. Structural: Are there any modifications required? Yes ___ No ___

5. School Use: Is the primary benefit for school use? Yes ___ No ___

6. Community Group Use: Is the primary benefit for use by outside groups? Yes ___ No ___

Groups: _____

Note: All Work **MUST** be performed in accordance with established **BUILDING AND FIRE CODES**. Electrical and plumbing work **MUST** be accomplished by a licensed contractor or performed under the supervision of a skilled district maintenance employee who is knowledgeable about the trade involved.

TASK	Accomplished By: Contract, M&O, PTA	*Labor Cost (Est.)	*Material Cost (Est.)	Start Date (Est.)	Completion Date (Est.)

Source of Funds: _____
(Verify with Fiscal)

	<u>Signatures:</u>	<u>Date:</u>
School Site Administrator:	_____	_____
Asst. Supt. Ed Services:	_____	_____
Director, Facilities	_____	_____
Risk Manager:	_____	_____
Asst. Supt. Business Serv.:	_____	_____

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Ventura Unified School District
PARTICIPATION AGREEMENT & ASSUMPTION OF RISK

The undersigned wishes to volunteer his/her services to Ventura Unified School District for the _____ activity. I agree to follow all the instructions and directions provided by the District's supervisors.

I understand that there is a risk of injury by participating in this activity and understand the nature of the risks involved. Further, I agree to assume the risk of loss or injury, which I may sustain.

Signed: _____ Date: _____
Participant

Signed: _____ Date: _____
Participant