

SVUSD VOLUNTEER INFORMATION FORM

Simi Valley Unified School District recognizes the tremendous positive impact that volunteers make in enriching educational programs and greatly appreciates the contribution of your time and energy in this regard. In order to safeguard students, the following identifying and background information is required of all volunteers who work with and around students.

School Site where you will volunteer: _____

(A copy of this form must be filed at each school where you wish to volunteer)

Name of Volunteer _____ **Phone:** _____

Address: _____

Name of Student: _____ **Teacher/Supervisor Name:** _____

Dates/days/hours volunteer services will be performed: _____

Have you ever been convicted of or are you awaiting trial for any crime? Yes ☐ No ☐

If you answered yes to the above question, please attach a complete and accurate explanation of the circumstances to this form. An answer of yes will not necessarily disqualify you from volunteering. Any information provided in connection with a "yes" response will be kept confidential.

Brief description of services to be performed:

Can you perform all the essential functions of the volunteer position? Yes ☐ No ☐

Identification: Please attach a copy of your driver's license or other picture identification card.

Certification: I hereby certify that all statements made on this form and any attachments are true and complete to the best of my knowledge and authorize investigation of all statements herein recorded.

Signature of Volunteer: _____ **Date:** _____

Signature of Principal: _____

Type of Volunteer: ☐ Type 1 ☐ Type 2 ☐ Type 3

District Office/Site Use

Date: _____

☐ Fingerprint Verification

☐ TB Clearance Submitted Valid through: _____

☐ Personnel Office Approval

☐ Completed the training for Sexual Misconduct/Molestation in Schools

NOTES:

- The cost for the TB test and fingerprinting shall be the responsibility of the volunteer.
- Volunteers may not provide services until this form is completed and on file in the principal's office.
- Siblings and/or other school age children are not allowed on school sites or field trips when serving in a volunteer capacity.
- Principal or designee has the authority to determine appropriate placement/timing.