Partners in Education
YouthFriends

YouthFriends Placement for 2025-26

Name: _____

Primary Phone: _____ Alternate Phone: _____

Email: _____

Address: _____
Street City State Zip Code

YouthFriend Selection of School & Activity

Please **circle** **ONE** Pre-K thru 8th Grade school preference (only select the school where you can participant on a monthly basis) If you would like to volunteer in more than one building, please call our office at **816-321-5018.**

Antioch	Gashland	New Mark
Bell Prairie	Gateway	Northgate
Briarcliff	Golden Oaks	Northview
Chapel Hill	Gracemor	Oakwood Manor
Chouteau	Greenway	Ravenwood
Clardy	Jacobs Center	Rising Hill
Crestview	Linden West	SAGE Center
Davidson	Maple Park	Topping
Early Childhood	Maplewood	West Englewood
Eastgate	Meadowbrook	
Fox Hill	Nashua	

Please **circle** your volunteer activity interest(s):

Before/After School Activities	Classroom Helper	Lunch Buddy
Breakfast Buddy	Library Assistant	Tutor

YouthFriend Forms to Return

Please scan and return the following forms by email attachment to youthfriends@nkcschools.org OR mail the forms to our address below:

1) Completed Placement Form
2) Signed NKC Schools Policy Forms
3) Family Care Safety Registry options - **circle** ONE of the following:
   a) Will notify our office if already registered in FCSR system and provide SSN for verification
   b) Email copy of your FCSR results (when received) if you registered and paid the fee
   c) Worker Registration form, completed and signed for district submittal

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North Kansas City Schools Board Policy IICC-AP (1): School Volunteers

Volunteering in the district is a privilege, not a right. The Board, superintendent, building principal or designee may decline or terminate the services of a volunteer for any legal reason. It shall be the responsibility of the building principal or designee to approve all screened volunteers to be placed in his/her building. Teachers may select and organize chaperones, unless otherwise directed by the principal.

All volunteers must receive training appropriate to the function they will serve while volunteering. If a volunteer is disruptive or acts inappropriately around the students, the teacher or principal will refuse the volunteer's services and notify the superintendent or designee immediately.

Volunteers will provide support services but are not substitutes for the professional staff. Volunteers will work under the direction and supervision of district and building staff. Even screened volunteers who are left alone with a student will have an employee contact person or supervisor to monitor activities with students.

All volunteers will be given a copy of the following rules:

1. Volunteers must follow the same dress code applicable to students.
2. Volunteers will not lend money or bring gifts other than stickers and greeting cards to individual students unless authorized by the building principal or designee.
3. Volunteers will not transport students.
4. Volunteers will keep all information obtained from a student's education record confidential.
5. Volunteers will not photograph or videotape students unless authorized by the building principal or designee.
6. Volunteers will not date students, have sexual relationships with students or arrange to meet students outside the regular school day or during school-sponsored events or activities.
7. Volunteers will not dress students, change diapers, provide personal hygiene assistance or supply medication to students.
8. Volunteers will use universal precautions to avoid contact with body fluids.
9. Volunteers will receive district policies and procedures on computer use and will sign an authorized user form prior to having access to the district's computers.
10. Volunteers will not discriminate against or harass any person and will report all harassment or discrimination observed, in accordance with district policy.
11. Volunteers will not search students or student property.
12. Volunteers will not direct a student to remove an emblem, insignia or garment, including a religious emblem, insignia or garment. If the volunteer believes a student's clothing is disruptive or promotes disruptive behavior, the volunteer will contact a staff member immediately.
13. Volunteers must check in and out of the office when entering or leaving the school to document the hours volunteered in the school.
14. Volunteers must report suspected cases of abuse or neglect to the building principal.
15. Volunteers will follow all the policies, procedures and other rules established in the district and all applicable laws.

□ I have read the above and agree to follow all of the above policies relating to school volunteers.

Printed Name	Signature	Date

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North Kansas City Schools Standards of Conduct for YouthFriends

The North Kansas City School District recognizes that community and parent volunteers make valuable contributions to the district's schools and encourages volunteer participation in district programs. Thank you for agreeing to follow the guidelines and procedures listed below:

YouthFriends Responsibilities

* Check-in and check-out as a YouthFriend volunteer with the school's front office utilizing the Raptor system when entering or leaving the school. The Raptor system documents your volunteer hours and attendance for safety protocols.
* Clearly wear your identification badge, which will be printed upon check-in each visit, while in the buildings.
* Call the school office to notify them if you will be absent, they will relay your message to the teacher or building facilitator.
* Volunteers must be rescreened after five years to continue service or after the absence of one year or more.

YouthFriends Guidelines

* Volunteering is a privilege, the district may terminate the services of a volunteer at any time.
* Volunteers who do not have service hours for one year or longer will need to be re-screened prior to being reinstated.
* Volunteers will work under the guidance and direction of a staff member.
* Volunteers will treat teachers, staff and students with respect, and will report problems or concerns to building staff.
* Volunteers must interact with students in public areas in view of district staff. Under no circumstances shall a volunteer be left alone with a student or group of students without district staff present.

YouthFriends COVID-19 Safety Procedures

* Volunteers must follow all safety procedures put in place by the district, CDC and local health department and will follow these guidelines at all times while on district grounds. These may include handwashing/sanitizing upon entering the building, the use of mask and social distancing guidelines, etc.
* Volunteers who have potentially been exposed to someone who has tested positive for COVID-19, are asked to not return to the building for at least 14 days. You are asked to contact the building nurse to discuss your situation to assess the appropriate time to return.
* Volunteers who test positive for COVID-19 or are experiencing symptoms of COVID-19, are asked to not return to the building until 72 hours have passed without symptoms and 10 days have passed since symptoms first appeared or until cleared by a doctor. A volunteer who lives with someone who tests positive should contact the building nurse to discuss your situation to assess the appropriate time to return.
* Volunteers who have been on district grounds and are experiencing COVID-19 symptoms or have tested positive for COVID-19 must notify the schools nurse as soon as possible. The volunteer will be asked to assist with contact tracing. While the district may notify others of a confirmed case of COVID-19, no names will be released.

YouthFriends Prohibited Conduct

* Volunteers may not use profanity with or near students.
* Volunteers may not exhibit violence or threats of violence in the presence of students.
* Volunteers may not bring anyone with them while serving as a YouthFriend volunteer. This includes children, grandchildren and other minor children for which the volunteer is responsible for.
* Volunteers may not bring or possess guns or weapons onto school grounds.
* Volunteers may not engage in any illegal activities with students, including, but not limited to, providing alcohol, tobacco or drugs to students.
* Volunteers may not attempt to influence or persuade students on religious or political matters.
* Volunteers may not interact with students via telephone, text message, email, and social networks or by means of any other external devices or technologies.

□ I confirm that I have read the *YouthFriends Orientation Introduction* document.

□ I have read the above and agree to follow all of the standards of conduct as a YouthFriend volunteer.

Printed Name	Signature	Date

2025-26