

RANDOLPH COUNTY SCHOOLS
NEW VOLUNTEER APPLICATION

School: _____

School Year: _____

Applications must be submitted to the school and approved by the principal prior to attending a training session. A checklist of the tasks that must be completed to become a volunteer can be found on the other side of this form.

Contact Information:

Last Name

First Name

Middle Initial

Home Address

City

State

Zip

Home Phone

Cell Phone

E-mail

Relationship of volunteer to students:

Parent/Guardian: _____

Family Member: _____

Community Member: _____

Type of activities for which you wish to volunteer:

Classroom Activities: _____

Special Events: _____

Special Projects: _____

Read Aloud Program: _____

Parents/guardians and family members of students enrolled here must complete the chart below.

Name of Child	Grade of Child	Name of Child's Teacher

How often do you wish to volunteer?

Weekly: _____

Every Other Week: _____

Monthly: _____

As Needed: _____

When are you available to volunteer? (Check all that apply.)

Any time: _____	As Needed: _____
Monday A.M. _____	Monday P.M. _____
Tuesday A.M. _____	Tuesday P.M. _____
Wednesday A.M. _____	Wednesday P.M. _____
Thursday A.M. _____	Thursday P.M. _____
Friday A.M. _____	Friday P.M. _____

Do you have a criminal conviction record? (A background check must be submitted before final board approval.)

Yes: _____ No: _____ If yes, explain: _____

By signing below, you certify that you have read and understand the provisions of being a volunteer.

Signature of Applicant _____ Date _____

Signature of Principal _____ Date _____

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NEW VOLUNTEER CHECKLIST

- _____ 1. Fill out a New Volunteer Application and submit it to the principal.
(The principal must sign the application before proceeding to the next step.)

- _____ 2. Obtain a background check. (Call 855-766-7746 to make an appointment. They will ask for a service code which is 228QN5. There is a \$35.00 fee. Results should be sent to the Randolph County Board of Education.)

- _____ 3. Attend the volunteer training provided by the school or county. A schedule will be sent home and posted on the Randolph County Schools web page.
(Sign in, sign the Internet Acceptable Use form, Code of Ethics, and Confidentiality Agreement.)

- _____ 4. Review the policies and procedures for the county and the school.

Once the above tasks have been completed, the principal will submit the names of successful applicants to the Randolph County Board of Education for approval. Please keep in mind that this process could take a few weeks.

To continue volunteering in the years after initial volunteer approval, simply fill out a Continuing Volunteer Application at the start of the school year and submit it to the school.

***Be advised that although a criminal background check is only required with the initial Volunteer Application, school or county officials have the right to request submission of an updated background screening if there is reason to believe new results would impact a volunteer's status.**