



DATE: _____

Volunteer/Chaperone – Checklist

Volunteer's Name: _____ Email: _____

Student's name: _____ Teacher's name: _____

Student's name: _____ Teacher's name: _____

If you are volunteering <u>less than 2 days a MONTH</u>, and /or Chaperone, below are the items for clearance. Required item: ____ View powerpoint on school blog. Date viewed _____ ____ Disaster information Form (Attached) ____ Scan I.D. (In school office) ____ Field Trip Chaperone _____ Volunteer _____	What day(s) and time are you available to volunteer? ____ Mon. Time: _____ ____ Tues. Time: _____ ____ Wed. Time: _____ ____ Thurs. Time: _____ ____ Fri. Time: _____
If you are volunteering <u>more than 2 days a MONTH</u>, below are the items for clearance. Required items: ____ View powerpoint on school blog. Date viewed _____ ____ Disaster information Form (Attached) ____ TB Vaccine Exp. _____ ____ Scan I.D. (In school office) ____ *Fingerprint CLEARANCE (SEE INSTRUCTIONS BELOW) ____ Field Trip Chaperone _____ Volunteer _____	What day(s) and time are you available to volunteer? ____ Mon. Time: _____ ____ Tues. Time: _____ ____ Wed. Time: _____ ____ Thurs. Time: _____ ____ Fri. Time: _____
*FINGERPRINT CLEARANCE ____ Provide dates and time to the school secretary when you are available to go to the district for fingerprinting. ____ The school secretary will notify you via email when the district confirms the date and time of your appointment. ----- Volunteer donation: The school site sets up an appointment for volunteer at the district office. *Volunteer has fingerprints done at CVESD By appointment only. Cost: \$60.00 (cash only) *Requires Payment at time of service. (Payment cannot be reimbursed to non-employees) _____	Date _____ Time: _____ Date _____ Time: _____

***ALL VOLUNTEERS/CHAPERONES
MUST BE CLEARED BEFORE THEY CAN START***