

Volunteer Agreement Application for St. Clair County Schools
For School Year _____ to _____
For _____ School

STATUS

This is an agreement for Volunteer services between the St. Clair County Board of Education (SCCBOE) and the volunteer applicant listed below for the _____ School Year. The purpose of this agreement is to provide guidance to volunteers within the SCCBOE. Individuals who volunteer to assist in any capacity within the school programs of the SCCBOE and are not employees of the SCCBOE are termed “volunteers” and will be held to the level of performance and accountability as outline in this document. It is important for each person who pursues volunteer opportunities to recognize that his/her service is at the discretion of the SCCBOE. Volunteer opportunities may be extended or revoked at any time with or without cause at the discretion of the Principal, Personnel Director and or Superintendent or Superintendent Designee of the SCCBOE. This Agreement shall terminate at the end of the _____ School Year.

REQUIREMENTS

Before a volunteer shall participate in any volunteer activity, the volunteer shall satisfy the following requirements: (check off by Principal)

1. _____ Complete this SCCBOE Volunteer Agreement Application (yearly)
2. _____ Submit two (2) character references
3. _____ Complete a satisfactory interview with a school administrator, central office administrator or other school system designee (yearly)
4. _____ Receive a clear background check through the online provider as specified by the SCCBOE (yearly)
5. _____ Submit a copy of a valid Alabama Driver’s License

As a volunteer I understand and agree to the following (initial in the blank by each statement to indicate agreement):

- _____ 1. I shall adhere to the policies of the St. Clair County Board of Education
- _____ 2. I shall accept direction and supervision from the Principal, Assistant Principal, Teacher or other School District Administrator.
- _____ 3. I shall maintain a professional relationship at all times with parents, students and staff
- _____ 4. I shall follow appropriate confidentiality guidelines
- _____ 5. I shall follow appropriate dress code
- _____ 6. I shall not use any alcohol, tobacco or controlled substances while on school grounds or at a school event or be under the influence of alcohol or controlled substances while on school grounds or at a school event
- _____ 7. I shall refer any questions about students or issues with parents to a school Administrator.
- _____ 8. I shall not receive any compensation or any form of remuneration from the St. Clair

County Board of Education

____ 9. I have freely decided to volunteer. The St. Clair County Board of Education has not forced or otherwise coerced me, either directly or indirectly, to over my services.

____ 10. I agree to release, indemnify, and hold harmless the St. Clair County Board of Education, its agents, officers, employees and representatives, from any and all claims, demands, damages, actions, causes of action, or suits of any kind or nature whatsoever, including but not by way of limitation, all claims resulting from or arising out of my activities as a volunteer.

Name: _____ (First, Middle, Last)

Address: _____ (Street, City, Zip)

Contact Information: _____ (Phone, Cell, Email)

Activity Applicant will be volunteering to do _____

*Applicant Signature: _____ (Date)

**Principal Signature: _____ (Date)

*Electronic Signatures. This agreement, agreements ancillary to this agreement, and related documents entered into in connection with this agreement are signed when a party's signature is delivered by facsimile, email, or other electronic medium. These signatures must be treated in all respects as having the same force and effect as original signatures.

** Signature of Principal indicates that all the requirements have been completed and a copy of all documents are on file in the Principal's office for this individual. The signature also indicates that the Principal wants to enlist this applicant to volunteer in their school.

Once this document is shared with the School System Safety Official and the background check process is completed, the official document will be shared with the principal. Approval must occur before the volunteer can begin.