

STANDARDS AND EXPECTATIONS OF VOLUNTEERS

Volunteer: _____

The function of adult chaperones and other volunteers is to assist in the proper education of students' through participation in a variety of experiences designed to enhance academic achievement, such as field trips, co-curricular/athletic events, and classroom activities. The following guidelines, developed by staff and administration, establish minimum standards and expectations. As a volunteer in the Walworth Jt. District #1, you are expected to be aware of and agree to and accept responsibilities on the following:

1. Each student is to be treated equally and impartially with respect and consideration.
2. Your role is to implement all decisions and rules made by the teacher, co-curricular advisor, or coach who is in charge of the educational experience.
3. All personal contact with students, administrators, officials, athletic directors, the State School Athletic Association, the media, and the public shall be conducted in the highest ethical and moral manner.
4. That meetings, events, field trips, competitions, or contests are extensions of the school campus and that all school rules apply to students and school volunteers.
5. No child shall be left unattended at any time, unless directed by the supervising teacher.

The volunteer shall:

6. Uphold the policies and rules of the school and the school district regarding student behavior and his/her own conduct while supervising students on and off school grounds.
7. Not consume alcohol or any other illegal drugs, or any intoxicants, or use tobacco while supervising or working with students.
8. Agree to abide by all field trip rules, student handbook rules, and staff conduct rules of Walworth Jt. District #1.
9. Model good character and decision-making for all students at all times.
10. Maintain strict confidence about students and staff. This includes health issues, academic performance and behavior, school problems, and student information in any form (including verbal and personal observations). The access to records by a volunteer shall be limited to legitimate educational interest, particular to the duty performed and under the supervision of a district employee acting as a volunteer supervisor.
11. Refrain from discussing school practices, individual students and personnel, or personal opinions regarding all children, adults, and situations observed by a volunteer unless there is a legitimate educational interest to protect the safety interest of individuals and the school. If you have a concern, please discuss it with the District Administrator or Principal.
12. Sign in and wear a designated volunteer badge while working at Walworth Jt. District #1.
13. Stop adults in the building who are not wearing badges and ask them to return to the school office to sign-in and put on a volunteer or guest badge.
14. Make arrangements for child care needs while you volunteer.

INFRACTIONS OF THESE EXPECTATIONS WILL RESULT IN TERMINATION OF ALL VOLUNTEER PRIVILEGES.

I have read the above standards and expectations and agree to accept responsibility as a volunteer within the Walworth Jt. District #1. I understand that failure to follow the state standard and expectations will result in termination of my volunteer privileges within the Walworth Jt. District #1.

Signature

Date

WALWORTH JT. DISTRICT #1 VOLUNTEER DISCLOSURE FORM

It is the policy of Walworth Jt. District #1 to require all volunteers and prospective volunteers to complete the Disclosure Statement. Subsequently, Walworth Jt. District #1 will complete a criminal record check for conviction(s) and pending charges through the Wisconsin Department of Justice.

PLEASE PRINT CLEARLY

Name: _____
Last First Middle

Address: _____
Street City State Zip

E-Mail: _____

Number of Years at this address: _____ Date of Birth: _____/_____/_____

Social Security #: _____

Have you ever, in your lifetime, been convicted of or do you have any charges pending for felonies, misdemeanors and/or ordinance violations other than minor traffic violations? This includes all court addressed charges such as disorderly conduct, battery, worthless checks, etc.

☐ YES

☐ NO

If yes, you must provide date, location, nature, and circumstance of offense on a separate sheet. Failure to disclose this information may be grounds for non-approval.

Check the reason(s) for your interest in volunteering:

Chaperone a Class Outing/Dance ☐ Helping Students in the Classroom ☐ Helping with Clerical Needs ☐

Assisting with Class Party or Special Project ☐ Assist in the Lunchroom or Playground ☐

Specific Student or Specific Event _____

I authorize Walworth Jt. District #1 to review my personal background. I consent to having Walworth Jt. District #1 conduct a full and complete criminal background check. I understand that any misrepresentation on this statement may result in immediate disqualification for any volunteer service within Walworth Jt. District #1. I understand that Walworth Jt. District #1 will verify the information I have provided above. I hereby release the District, its Board of Education and its agents, as well as all providers of information, from any liability related to furnishing and receiving information related to arrests and convictions.

Volunteer Signature

Date

Please return this form to Walworth Jt. District #1, 121 Beloit St. Walworth, WI 53184
Any questions, please contact our Main Office at (262) 275-6896 ext. 1204.

Walworth Jt. District #1 does not discriminate on admissions to any school, class, program, or activity on the basis of sex, religion, national origin, creed, pregnancy, marital status, parental status, sexual orientation, or physical, learning, emotional, or mental disability. All discrimination complaints shall be processed in accordance with established procedures.