



East Whittier City School District EXPECTATIONS AND REQUIREMENTS FOR VOLUNTEERS

1. The Board of Education encourages parents/guardians and other members of the community to share their time, knowledge and abilities with our students.
2. To ensure the safety and well being of our children, East Whittier City School District has developed several expectations and requirements of all our volunteers. Safety is our first concern.
3. Each volunteer is required to complete the District Volunteer Application Form. The completed form must be on file in the principal's office and the District's Personnel department prior to commencement of service. This form includes a requirement to disclose any prior criminal convictions. Failure to provide accurate information will result in termination of service.
4. It is required that each volunteer keep TB clearance up-to-date. TB clearance is the responsibility of the volunteer.
5. Must provide proof of Covid-19 vaccination or proof of a negative COVID-19 test within a week of volunteering.
6. Each volunteer is expected to maintain confidentiality regarding each student and family. This is an extremely important component of the law. The main Federal law pertaining to student records is the Family Educational Rights and Privacy Act (FERPA). Information or records falling under this law must remain confidential. Significant penalties can occur from failure to comply with the privacy act. Remember, even if you do not mention a student's name, talking about an incident can give identifiable information.
7. If volunteers hear about or observe evidence of child abuse, volunteers shall report the information to the site principal or designee immediately.
8. Education Code 35021 provides that a person who is required to register as a sex offender pursuant to Penal Code section 290 shall not serve as a volunteer.
9. Registered sex offenders cannot serve as chaperones for field trips or other school activities.
10. If no criminal background check has been completed and reviewed, the volunteer will not be allowed to work with children.
11. Volunteers understand that their service activity as a volunteer is determined by the administrator and/or teacher and may be discontinued at any time.

I have read and understand the information above. I agree to follow these guidelines.

Print Name _____

Signature _____

Date _____



East Whittier City School District VOLUNTEER APPLICATION FORM

SCHOOL _____

Name _____

Last

First

Middle

Home Address _____

City

Zip

Home # _____ Cell # _____ Work # _____

California Drivers License Number _____

Do you have a child or children in the school? Yes No

My child or children's names are:

Child or children's grade level(s):

Child or children's teacher(s):

Terms of Service/Where service will be performed:

Days of Service: Monday Tuesday Wednesday Thursday Friday Others – Explain

Time and Length of Service _____ am/pm to _____ am/pm or Unknown at this time

Are you currently a regular or substitute employee of EWCSO? Yes No

Have you ever been employed by EWCSO? Yes No

Date of TB Clearance: _____

NOTICE: A person who is required to register as a sex offender shall not serve as a volunteer.

I have completed the above information truthfully and have read, understand, and will comply with district requirements and expectations for all volunteers. I authorize the EWCSO to conduct a criminal background check of school volunteers as permitted by law.

Print Name _____ Signature _____ Date _____

FOR DISTRICT USE ONLY

Principal Approval _____

Date _____

Asst Supt Personnel Approval _____

Date _____



East Whittier City School District CRIMINAL HISTORY DECLARATION FOR VOLUNTEERING AT A SCHOOL

The East Whittier City School District wants to encourage parents and others to volunteer their time and service to the District and our children. The donation of your time is greatly appreciated. The District also desires to ensure a safe school environment for our children. In order to accomplish this objective, it is necessary to prevent those individuals, who are registered as sex offenders, who have been convicted of a violent felony or other inappropriate criminal conviction from volunteering in our schools.

Education Code sections 35021 and 35021.1 prohibits persons who are required to register as sex offenders under Penal Code section 290 from volunteering in public schools. Penal Code section 290.95 requires all persons who are required to register as sex offenders to report such status when applying for or accepting a volunteer position in schools.

Are you a registered sex offender?

Yes No

Have you ever been convicted of any felony or misdemeanor?

Yes No

Have you ever been convicted of a felony or misdemeanor for any drug offense?

Yes No

Have you ever been convicted of a felony or misdemeanor for any violent offense?

Yes No

Have you ever been convicted of a felony or misdemeanor for any sexual offense?

Yes No

Have you ever been disciplined in your employment, arrested or involved in a situation in which your conduct was questionable as it relates to children?

Yes No

IF YOU ANSWERED YES TO ANY OF THE ABOVE, PLEASE ATTACH AN EXPLANATION OF THE NATURE, DATE, LOCATION, AND DISPOSITION OF THE CASE(S) RELATED TO THE CONVICTION.

I declare under penalty of perjury under the laws of the State of California that I have not been convicted of a crime that requires me to register as a sex offender; and if I am, subsequent to this date, convicted of such a crime, I agree to immediately notify the East Whittier City School District of such conviction. I further understand that if the information I have provided is not accurate, my volunteer services will be terminated.

Executed on _____, _____, at _____, California.

Print Name

Signature

The East Whittier City School District reserves the right to conduct a criminal background check of school volunteers as permitted by law.