



Silver Crest Elementary

12937 South Elementary Drive • Herriman, Utah 84096 • Phone: 801-253-1034

October 2019

ARE YOU PLANNING TO VOLUNTEER IN JORDAN SCHOOL DISTRICT?

If so, the following 2019 Legislative change applies to you.

All employees and VOLUNTEERS are required to view a "Code of Conduct" training video, sign an acknowledgement form and return the form to the school PRIOR to volunteering in the classroom or attending classroom field trips. Please follow the Volunteer Instructions below.

Volunteer Instructions:

1- view the Code of Conduct training video at the following link:

<https://www.youtube.com/watch?v=mSd8zEunUF8>

2- print, sign and submit the Code of Conduct Signature Form to the main office at your school location. Use the following link: <http://workatjordan.org/files/Code-of-Conduct-Signatureform.pdf>

3- IF the NEW volunteer will have SIGNIFICANT UNSUPERVISED ACCESS TO STUDENTS, as determined by the school principal, the volunteer will be issued a Volunteer Application Form to take with them to the Human Resource Department to complete a fingerprint and background check. Volunteers who have already completed this process, WILL NOT need to do so again. There is no cost to new volunteers at this time. The District will pay the cost of the fingerprint and background check in behalf of new volunteers. **Please plan accordingly and complete the fingerprint and background check process two-weeks prior to the volunteer activity or event.**

Thank you for your willingness to volunteer and protect our students.

Sincerely,

Ann Pessetto, Principal



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