Jordan School District
Human Resources

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VOLUNTEER INFORMATION FORM

~MUST BE SIGNED BY PRINCIPAL BEFORE FINGERPRINTING~

Fingerprints must be completed at least 2 weeks before field trip or volunteer must be supervised

Name _____ ____ _____ Date _____
First MI Last

Address _____ _____ _____
Street City Zip

Telephone _____ _____ _____
Home Cell Work

School Location You Will Be a Volunteer _____

Do you have children or relatives who attend the school where you will be volunteering? Yes □ No □
If yes, will you be volunteering only in the classroom of your child/relative? Yes □ No □

CHECK THE VOLUNTEER POSITION(S) YOU WILL BE ASSISTING IN:

□ Classroom – Name of Teacher(s) assisting _____
□ Office □ Computer Center □ Media Center □ *Field Trip – Date of Field Trip _____
□ Playground □ Assistant Coach □ Other (Please specify) _____

Please mark the correct answer to the questions below:

Have you ever…

a. been convicted of a violation of law other than a minor traffic violation?..... Yes □ No □
b. pleaded guilty and had your guilty plea held in abeyance in a criminal proceeding?..... Yes □ No □
c. been placed on probation in conjunction with a criminal charge or conviction?..... Yes □ No □

If you have answered yes to any of the above, provide a statement explaining the circumstances to Human Resources.

Are any criminal charges or proceedings pending against you?..... Yes □ No □

If you have answered yes to any of the above, provide a statement explaining the circumstances to Human Resources.

AGREEMENT

I certify that the answers given are true and correct to the best of my knowledge. I authorize Jordan School District to make such investigations and inquiries of my personal employment, and other related matters, as may be necessary in arriving at a decision. In accordance with Utah State law, Jordan School District may conduct a criminal background check and I hereby waive my rights to further written notice of such.

I understand that false or misleading information I provide on this document or in interview(s) may result in denial of volunteer opportunities. I understand, also, that I am required to abide by all rules and regulations of the Jordan School District. As a volunteer, I agree to dress appropriately.

_____ _____
Signature of Volunteer Date

Under my direction, the above listed volunteer will have "unsupervised" access to students within my school. I am requesting this volunteer complete a background check with Human Resources. This volunteer will not be given unsupervised access to students until I verify completion from Human Resources.

_____ _____
Signature of Principal Date

THIS VOLUNTEER APPLICATION MUST BE RENEWED ANNUALLY

Revised August 20, 2014