

Jefferson R-VII School District Volunteer Program

If you would like to volunteer your time at your school, please fill out the following forms. Please return this form to the office or your child's teacher so that a volunteer meeting can be scheduled to familiarize and train volunteers with the program.

To participate in the volunteer program a background check is required by the school district and is paid by the district. In addition to the form we need a copy of your social security card to verify your social security number. **Please turn the background form and copy of your social security card into the Superintendent's office.** Please return this form to the office or your child's teacher so that a volunteer meeting can be scheduled to familiarize and train volunteers with the program.

Name _____

Address _____

Email _____

Phone (H) _____ (C) _____

Best time to call: Morning Afternoon Evening

_____Returning Volunteer Background checks are required to be repeated every 3 years. If your original approval was in the 2006-07 school year you will be required to resubmit the background check form this year. If you are unsure of your status, please fill out the attached form or call one of the volunteer coordinators.

_____New Volunteer

Best day for you: Monday Tuesday Wednesday Thursday Friday

Best time for you: Morning Afternoon All day

Roster: Weekly every 2 wks Monthly Other _____

Being on a regular roster helps the teachers know when work may be done

I would like to help in the volunteer room Plattin Telegraph Danby Jefferson
(Making copies, laminating, making cutouts, etc.)

I would like to help copy the Beak Speaks Plattin Telegraph Danby Jefferson
(Once a month, about 3 hrs)

All teachers have a request form for help. If a teacher chooses the option for volunteer help in the classroom, you will be notified, if you are interested in working in the classroom.

Please list the children you have attending the R-VII schools, their grade level and teacher.

New volunteers are required to be trained through the volunteer program. Returning volunteers need to meet with the volunteer coordinator to receive updated training and a new orientation booklet.

If you cannot attend the volunteer meeting, it is your responsibility to call the volunteer coordinator to make other arrangements for training or to be updated.

All volunteers must complete a background check, be approved and attend orientation before beginning to volunteer.

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Thank you for your help and your interest in supporting the education of Jefferson R-7 students.