

Greater Johnstown School District

ADMINISTRATION CENTER

1 Sir Bills Circle, Suite 101 • Johnstown NY 12095
Telephone (518) 762-4611 • Facsimile (518) 762-6379
www.johnstownschoools.org

Dear Parents and Guardians:

The School District very much appreciates the valuable service volunteers provide as classroom helpers, field trip chaperones, PTSA members, and in offering assistance with extra-curricular activities.

Greater Johnstown School District Policy No. 3150 states that all volunteers shall be subject to screening procedures, which may include, but are not limited to, reference checks, a criminal history check and request of information regarding previous criminal convictions, and investigation to determine whether a volunteer has a history of child abuse.

In an effort to protect the safety and security of children and school staff, it is required that volunteers complete a School Volunteer Application containing a consent to a criminal background check regarding convictions for child abuse or endangerment, sex or drug related offenses, or crimes of violence. While a prior criminal history will not automatically prohibit an individual from performing as a volunteer, any individual who refuses to consent to a criminal background check may be ineligible to be a volunteer in the Greater Johnstown School District.

A Volunteer Application form is attached and additional copies are available at each school. Applicants with children in more than one building need only submit paperwork at one site. Volunteers who are approved will be added to a District-Wide registry for the school year. District employees who volunteer will not have to go through an additional background check if they have already undergone background clearances.

It is hoped that everyone will understand that for the safety of our students and staff, these requirements are essential.

Thank you.

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SCHOOL VOLUNTEER APPLICATION

NOTICE: PURSUANT TO DISTRICT POLICY, ALL VOLUNTEERS SHALL BE SUBJECT TO SCREENING PROCEDURES WHICH MAY INCLUDE, BUT ARE NOT LIMITED TO, 1) REFERENCE CHECKS, 2) A CRIMINAL HISTORY CHECK AND REQUEST OF INFORMATION REGARDING PREVIOUS CRIMINAL CONVICTIONS, AND 3) INVESTIGATION TO DETERMINE WHETHER A VOLUNTEER HAS A HISTORY OF CHILD ABUSE.

Volunteer Name: _____
(First) (Middle) (Last)

Maiden/Alias/Other Names: _____

Your Date of Birth: _____
Month/Day/Year

Address: _____
(Street) (City) (State) (Zip)

If at current address less than five years, list previous residence(s): _____

Telephone: _____

Are you currently an employee of the Greater Johnstown School District? No Yes Position/Building _____
(Employees who have already received background clearances do not have to go through an additional background check)

Are you a (circle one) parent/guardian/family member of a student in the Greater Johnstown School District? Yes No

Child(ren) Name(s)	Grade/Teacher	School
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please respond to the following questions truthfully. Disclosure of a prior criminal history will not automatically prohibit volunteer status.

- | | Yes | No | |
|----|-----|-----|--|
| 1. | ___ | ___ | Have you ever been convicted of child abuse or endangerment? |
| 2. | ___ | ___ | Are you required to register as a sex offender? |
| 3. | ___ | ___ | Have you ever been convicted of a felony? |

MY SIGNATURE BELOW INDICATES THAT I CONSENT TO A CRIMINAL BACKGROUND CHECK FOR CONVICTIONS OF CHILD ABUSE OR ENDANDGERMENT, SEX AND DRUG OFFENSES, AND CRIMES OF VIOLENCE; THAT I WILL ABIDE BY ALL APPLICABLE SCHOOL RULES AND BOARD OF EDUCATION POLICIES AND REGULATIONS; AND THAT THE INFORMATION PROVIDED BY ME IS TRUE, COMPLETE AND CORRECT.

Application Date: _____

(Signature of Volunteer Applicant)

FOR SCHOOL USE ONLY:

APPROVED _____ DISAPPROVED _____ DATE: _____ SIGNATURE OF PRINCIPAL: _____