

Berryessa Union School District  
VOLUNTEER APPLICATION FORM

SCHOOL: \_\_\_\_\_ SCHOOL Year: \_\_\_\_\_

NAME \_\_\_\_\_  
Last First Middle

HOME ADDRESS \_\_\_\_\_  
City Zip

CONTACT NUMBER \_\_\_\_\_ Home/Mobile/Work (Circle One) BIRTHDAY (MM/DD): \_\_\_\_\_

Are you currently a regular or substitute employee of the Berryessa Union School District?  Yes  No  
**IF YOU ANSWERED "YES" TO THIS QUESTION, YOU MAY STOP HERE AND MAKE ARRANGEMENTS FOR YOUR SERVICES WITH THE SITE ADMINISTRATOR. IF YOU ANSWERED "NO", PLEASE PROCEED TO COMPLETE THIS FORM.**

Have you ever been employed by the Berryessa Union School District?  Yes  No

California Driver's License Number \_\_\_\_\_ Email Address \_\_\_\_\_

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: \_\_\_\_\_

Child or Children's teacher: \_\_\_\_\_

Brief description of service to be performed: \_\_\_\_\_

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

Dates of service from: \_\_\_\_\_ To: \_\_\_\_\_ Times \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm

Location where service is to be performed: \_\_\_\_\_

**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 Berryessa Union School District to conduct a criminal background check of school volunteers as permitted by law.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**FOR DISTRICT USE ONLY**

Site Administrator's Approval \_\_\_\_\_ Date \_\_\_\_\_

HR Approval \_\_\_\_\_ Date \_\_\_\_\_

TB Clearance on File  Been Verified  DOJ Passed  Incomplete Form: \_\_\_\_\_

Tuberculosis Risk Assessment Form Required for Volunteer with TB + History  Proof of Vaccination (optional)

**SCHOOLS/DEPARTMENTS ARE RESPONSIBLE TO VERIFY AND SECURE PROOF OF TB CLEARANCE FOR EVERY VOLUNTEER.  
HR APPROVAL ONLY VERIFIES BACKGROUND CHECK.**

**Berryessa Union School District  
EXPECTATIONS AND REQUIREMENTS  
FOR VOLUNTEERS**

1. The Governing Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with our students.
2. To insure the safety and well being of our children, Berryessa Union 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, and the completed form must be on file in the principal's office and the District's HR department prior to commencement of service. This form includes a requirement to disclose any prior criminal convictions. If you fail to provide accurate information, your service as a volunteer will be terminated.
4. Proof of TB clearance (testing up-to-date) or evidence of the Adult TB Risk Assessment Questionnaire must be provided to the school/department. TB testing or risk assessment is at the expense of the volunteer.
5. Each volunteer is expected to maintain confidentiality regarding each student and family.
6. If volunteers hear about or observe evidence of child abuse, volunteers shall report the information to the site principal or designee immediately.
7. 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.
8. Registered sex offenders cannot serve as chaperones for field trips or other school activities.
9. If no criminal background check or fingerprinting has been completed and reviewed, the volunteer will not be allowed to work with children.
10. Volunteers understand that service activities to be performed are determined by the administrator and/or teacher and may be discontinued at any time.
11. Proof of COVID-19 vaccination is optional.

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

Print Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Berryessa Union School District CRIMINAL HISTORY DECLARATION FOR VOLUNTEERING AT SCHOOL

The Berryessa Union 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 has some 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 Berryessa Union 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 Berryessa Union School District reserves the right to conduct a criminal background check of school volunteers as permitted by law.