

Umatilla School District 2017-2018

Please complete both sides of this form and return to Volunteer Box, 120 Columbia, Umatilla, Oregon 97882

Or return to any Umatilla School. Questions??? Email Mary Dedrick at dedrickm@umatillasd.org. Phone: 541-922-6712

Please allow 2 weeks for background clearance

~~YOU ONLY NEED TO FILL OUT ONE FORM FOR ALL THREE SCHOOLS~~

For the safety of our students, anyone volunteering to help with field trips, classroom activities, or other school events is not allowed to bring guests. We welcome parental involvement in school activities as well, but we do ask that you refrain from bringing additional children. This helps our students enjoy the full impact of the event without the disruption of other children. If you are not a volunteer, but would like to accompany your child, you may drive your own car.

(**INFORMATION REQUIRED)

**Full Legal Name _____ ** Home/Cell (541) _____

**Mailing Address: _____

**MHES parents: please put student's name and teacher
CBMS and UHS parents: Please put student's name and grade**

**Your CHILD(rens) NAME, and TEACHER(s) _____

Email address _____

PLEASE CHECK BELOW ALL THAT IS OF INTEREST TO YOU. YOUR HELP IS ALWAYS NEEDED

McNary Heights

- Classroom and/or Field Trips
- FIRM see below in box
- Picture Days
- EARTH DAY (April)
- FIELD DAY
- Tooth Taxi
- Lil Angel Shoppe (Dec.)
- After School Program
- ROOM MOM

Clara Brownell

- Field Trips/Field Day
- After School Program
- Decorate 8th Grade Farewell
- Decorate for music programs
- Picture Day
- Sports _____

Umatilla High School

- After School Program
- FIRST Robotics
- Sports _____

FIRM is a volunteer program assisting students one on one with reading and/or math at McNary. *It is a weekly commitment.* Indicate which day you prefer and time. Hours are 9:00 a.m. to Noon

The kids need YOU!!! Making a difference, one child at a time

Reading/Math Tues. Wed. Thurs. Best Time(s) _____

IMPORTANT

Please fill out the other side also.

UMATILLA SCHOOL DISTRICT VOLUNTEER CRIMINAL HISTORY CHECK

In order to serve in the best interest of our students and volunteers, Umatilla School District conducts a criminal history check on all volunteers. Please complete the following information and sign the bottom of the application. **APPLICATIONS WILL NOT BE PROCESSED UNLESS ALL SECTIONS ARE COMPLETED.** ****Information Required**

****Full Legal Name:** _____ **Sex:** ___ F ___ M ****Date of Birth** _____

****Other Last Names Used** _____

****Driver's License #** _____ **State:** _____ **or** **** SS Number** _____

****Physical Address** _____ ****Mailing Address** _____

Your information will not be used for purposes other than stated above. State and Federal laws protect the privacy of your records. **If a background check cannot be successfully completed due to lack of information or accurate information you will not be allowed to volunteer.**

1. Have you EVER been convicted of a sex-related crime? If yes, did the crime involve force or minors If yes, please specify the state in which you were convicted _____	YES YES	NO NO
2. Have you EVER been convicted of a crime involving violence, abuse, or threat of violence? If yes, please specify the state in which you were convicted _____	YES	NO
3. Have you EVER been convicted of crime involving drugs or alcoholic beverages? If yes, please specify the state in which you were convicted _____	YES	NO
4. Have you EVER been convicted of any other crime except a minor traffic violation? If yes, please specify the state in which you were convicted _____	YES	NO
5. Have you EVER been arrested for a crime for which there has not yet been an acquittal or dismissal? If yes, explain _____	YES	NO

UMATILLA SCHOOL DISTRICT CODE OF CONFIDENTIALITY AND RESPONSIBILITY

Security and Confidentiality of student information and records are matters of concerns to all. Our schools are repositories of academic records, folders, and other materials. When other approved academic and administrative departments share these records, volunteers are placed in an especially unique position of responsibility and trust. The purpose of this code is to clarify responsibilities under the Umatilla School District's Confidentiality Policy and Policies thereof.

Therefore when volunteering in the Umatilla School District, I agree:

1. Not to make or permit unauthorized use of any information in any files.
2. Not to benefit personally by knowledge of any confidential information, which may come to me by virtue of my work assignment
3. **Not to divulge or repeat any information regarding students with anyone.**
4. Not to remove any official records, reports, and/or copies **EXCEPT** in performance of requested duties.
5. **To Check in and Out in designated area, and wear name badge at all time.**
6. To immediately report any concerns to the District Volunteer Coordinator and/or school building administration.

Violation of this code may lead to reprimand or dismissal from the program consistent with the Umatilla School District Code of Confidentiality and Responsibility. Please sign below. Thank you!

Signature: _____ **Date:** _____