



Trumbull Public Schools SCHOOL VOLUNTEER SECURITY CHECK

All individuals seeking to volunteer in the Trumbull Public Schools must register with the office at the school in which they wish to work. Volunteers must fill out and sign this form prior to beginning volunteering. The form must be completed annually.

No person whose name is listed on the Department of Children and Families (DCF) Child Abuse and Neglect Registry or who is registered as a sex offender under state or federal law may volunteer in any District school. Failure to provide complete or accurate information on this "School Volunteer Security Check" form will disqualify an individual from volunteering in any District school.

A volunteer is defined as an individual, other than an employee, who works with the students at any of the Trumbull Public Schools.

- A volunteer shall be considered a "Tier I" volunteer if the individual will be engaging in activities in the presence of a Trumbull Public School employee. Tier I volunteers are those who engage in the following activities: assisting in a classroom, cafeteria, or library when a staff member is present, accompanying a class on a field trip during the school day with a teacher, helping in the school office during regular school hours, assisting in the cafeteria or library during regular school hours, and extra-curricular events, i.e., dances, fairs, open houses, etc.
- A volunteer shall be considered a "Tier II" volunteer if the individual will be providing services to students when not in the direct presence of a Trumbull Public School employee. Tier II volunteers are those who engage in the following activities: chaperoning a field trip when students will be divided into small groups supervised solely by the volunteer chaperone, chaperoning an overnight field trip, working directly with students without the direct presence of a Trumbull Public School employee, coaching.

For further information, please consult Trumbull Public Schools Policy 1212.1, "Volunteers."

Required of All Potential Volunteers

Name:

Home Address:

Date of Birth:

Home Phone Number: Cell Phone Number:

E-mail address:

School(s) at Which You Seek to Volunteer:

I hereby confirm that I am not registered as a sex offender under state or federal law.

Signature: _____ Date: _____

Required of All Potential Tier II Volunteers

I hereby give permission for the Trumbull Public Schools to complete a record check of the Department of Children and Families (DCF) Child Abuse and Neglect Registry in reference to me. (Please complete the second page of this form as well.)

I hereby give permission for the Trumbull Public Schools to complete state and national criminal history records checks in reference to me.

Signature: _____ Date: _____

NOTE: Tier II Volunteer Applicants **Must** Complete the Reverse of this Form - "*DCF Authorization for DCF CPS Background*"

Please submit all paperwork to the appropriate school secretary for processing by the TPS Volunteer Office.

