

For office use only:

Date Received:

Background:

TB Test:

THE PREUSS SCHOOL UCSD
Volunteer Application
 2012-2013

Thank you for your interest in volunteering with us. The information below will be used to assist in placing you in an assignment best suited to your background and interests. If you have any questions please call Sandra Gutierrez, Volunteer Coordinator at (858) 658-7473.

NAME: _____ Today's Date: _____
 first middle last

Home: () Cell: () Work: ()

E-mail: _____ Date of Birth: _____ Male: ____ Female: ____

Address: _____
 street city zip

How did you hear about volunteering opportunities at The Preuss School? _____

Circle if appropriate:

UCSD Undergrad **UCSD Graduate student** **UCSD Alumni** **Other College Graduate**

Current year: _____ Major/degree: _____ College: _____

Are you or have you been enrolled in an EDS class? ____ Which one(s): _____

Daily Availability: *(Please note only times you are available to volunteer.)*

Monday	Tuesday	Wednesday	Thursday	Friday

About how many day/class periods would you like to volunteer per week? _____

Grade level **or** areas of interest (check all that apply): 6th 7th 8th 9th 10th 11th 12th

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Pre-Algebra | <input type="checkbox"/> Theatre/Drama | <input type="checkbox"/> Research Project | <input type="checkbox"/> University Prep |
| <input type="checkbox"/> English | <input type="checkbox"/> Intermediate | (writing) | (advisory/tutoring) |
| <input type="checkbox"/> Science | Algebra | <input type="checkbox"/> Pre-Calculus | <input type="checkbox"/> Student Services |
| <input type="checkbox"/> Engineering | <input type="checkbox"/> Social Studies | <input type="checkbox"/> AP U.S. History | <input type="checkbox"/> Academic Advising |
| <input type="checkbox"/> PE | <input type="checkbox"/> Biology | <input type="checkbox"/> Chemistry | <input type="checkbox"/> Administrative |
| <input type="checkbox"/> Music | <input type="checkbox"/> Spanish II | <input type="checkbox"/> AP Spanish | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Algebra | <input type="checkbox"/> AP Art History | Language/Literature | |
| <input type="checkbox"/> AP Literature/Lang | <input type="checkbox"/> Geometry | <input type="checkbox"/> AP Calculus | |
| <input type="checkbox"/> Physics | <input type="checkbox"/> AP European Hist. | <input type="checkbox"/> AP Government | |
| <input type="checkbox"/> Spanish I | <input type="checkbox"/> AP Biology | <input type="checkbox"/> AP Chem. | |
| <input type="checkbox"/> Art | <input type="checkbox"/> Spanish III | | |

Previous experience with 6-12 grade students: _____

Why do you want to volunteer at The Preuss School? _____

Previous volunteer experience: _____

Any other comments/skills to help place you in the proper role here at the Preuss School: _____

Current Employment: _____
Employer's name address phone

Personal References: 1. _____
name address phone
2. _____
name address phone

Notify in case of emergency: _____
name phone

Do you have any criminal charges pending against you? ___ Yes ___ No
Have you ever been convicted of a felony? ___ Yes ___ No
Have you ever been convicted of a sex or drug related offense? ___ Yes ___ No
Are you required to register as a sex offender under Penal Code 290.95? ___ Yes ___ No
If yes to any of the above, please describe: _____

For security reasons, a criminal history check may be made. References will be checked. You may not volunteer if you have been convicted of a felony or are required to register as a sex offender under California Law. Also, volunteer assignments are subject to our school's needs and may be terminated if service is unsatisfactory.

I give permission to have my personal and professional references researched and hold the Preuss School UCSD and any individuals providing the school with information harmless. By signing my name below, I declare under penalty of perjury, that all the information on this application is true and correct. I also declare that I have read and agree to follow the "Volunteer Code of Conduct." (see next page)

Volunteer Signature

Date

****Please attach a copy of your last TB test results (no more than 6 months) and photocopy of government issued identification. Turn in the completed application to the Volunteer Coordinator at the main office of The Preuss School UCSD. ****

The Preuss School UCSD

Volunteer Code of Conduct

(This document defines the district's expectations for all school volunteers.)

As a volunteer, I agree to abide by the following code of volunteer conduct:

1. Immediately upon arrival, I will sign in at the main office or the designated sign-in station.
2. I will wear or show volunteer identification whenever required by the school to do so.
3. I will use only adult bathroom facilities.
4. I agree to never be alone with individual students who are not under the supervision of teachers or school authorities.
5. I will not contact students outside of school hours without permission from the students' parents.
6. I agree not to exchange telephone numbers, home addresses, e-mail addresses or any other home directory information with students for any purpose unless it is required as part of my role as a volunteer. I will exchange home directory information only with parental and administrative approval. If you would like to send a note to a class, please email the teacher so that s/he may share the email with the class. Please do not contact students directly. For example, contacting students through Myspace, Facebook or other such sites is strictly prohibited.
7. I will maintain confidentiality outside of school and will share with teachers and/or school administrators **any** concerns that I may have related to student welfare and/or safety.
8. I agree to not transport students without the written permission of parents or guardians or without the expressed permission of the school or district and will abide by District Administrative Procedure #4586 when transporting students.
9. I will not disclose, use, or disseminate student photographs or personal information about students, self, or others.
10. I agree only to do what is in the best personal and educational interest of every child with whom I come into contact.

I agree to follow the Volunteer Code of Conduct and policies in the Volunteer handbook at all times or cease volunteering immediately.

Volunteer Signature

Date