

7910 SE Market Street
 Portland, OR 97215
 Phone: (503) 916-6336
 www.bridgerschool.info

Volunteer at Bridger School
Application Form

File use:

<i>Student Name</i>	<i>Grade</i>	<i>Teacher</i>

Please complete one form for each adult parent or guardian volunteer. Additional forms available in the school office.

Parent/Guardian Volunteer Information

LAST NAME	FIRST NAME	M.I.
HOME PHONE	WORK OR CELL	TIME WE CAN CALL <input type="checkbox"/> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/> Evening
E-MAIL		

Volunteers will receive information with general guideline instructions, and are encouraged to attend the orientation in September.

- *I understand that I am expected to keep confidential all information about students, staff, and volunteers.*
- *I understand that I cannot volunteer without current background check verification.*

Volunteers must complete a Criminal Background Check form (attached), or have a current form on file at the school. Verification is good for three (3) years.

Select One:

- Yes, I have a form on file at Bridger School for the _____ school year.
- I'm a first year volunteer and I need to pay a \$5 processing fee of cash/check is payable to Bridger School.
- I'm a first year volunteer and request assistance paying this fee.

Signature _____ **Date** _____

Volunteer opportunities are listed on back

Volunteer for an *hour* or more, in whatever capacity fits your life and schedule.

I can usually volunteer on these days...

- Monday Tuesday Wednesday Thursday Friday Weekend

During these times...

- | | | | |
|--|------------------------|---------------------------------------|-----------------------|
| <input type="checkbox"/> Before School | 8:00 a.m. – 8:40 a.m. | <input type="checkbox"/> After School | 3:00 p.m. – 4:00 p.m. |
| <input type="checkbox"/> Mornings | 8:40 a.m. – 12:00 p.m. | <input type="checkbox"/> Evenings | 6:00 p.m. – 8:00 p.m. |
| <input type="checkbox"/> Afternoons | 12:00 p.m. – 3:00 p.m. | | |

I can help...

- a teacher with chaperoning field trips other _____
 assisting with art projects
 reading to a student

- beautify the school by assisting us with yard work
 watering, mulching, and weeding the water garden
 painting

- from home by preparing classroom work (cutting paper shapes, collating folders)

- in the office with copying, filing, typing, and answering phones
 distributing communications to classrooms before dismissal
 translating a language

- school children during breakfast (lunch room aide) 8:00 a.m. – 8:40 a.m.
 during lunchtime (lunch room aide) 11:35 a.m. – 12:15 p.m.
 during recess (playground monitor) 12:00 p.m. – 12:30 p.m.
 with their homework (homework club) 3:00 p.m. – 4:00 p.m.
 escorting them to events *anytime*
(Vision/Dental Screening, Picture Day, etc.)

- in the school library with shelving books and other misc. library duties

- with school events planning events (8th Grade Graduation celebration)
 setup/cleanup (Open House, Book Fair, Field Day)
 shopping (pizza - pickup, decorations, etc.)
 monitoring children's activities (Run for the Arts)
 videotaping and/or photographing

I have these skills...

- | | |
|---|--|
| <input type="checkbox"/> knowledge to teach an after school class | <input type="checkbox"/> desktop publishing (designing event programs & posters) |
| <input type="checkbox"/> sewing simple costumes | <input type="checkbox"/> translating a language. Which one? |
| <input type="checkbox"/> building stage props | <input type="checkbox"/> Spanish <input type="checkbox"/> Vietnamese <input type="checkbox"/> Chinese <input type="checkbox"/> _____ |
| <input type="checkbox"/> painting scenery backdrops | |
| <input type="checkbox"/> writing grants (or the desire to) | |
| <input type="checkbox"/> computer programming (school web site) | <input type="checkbox"/> Not listed _____ |

Return this form to the office. Thank you.



Criminal Background Check Application

Portland Public Schools

Complete this form and turn it in to the school/program in which you wish to volunteer

All fields are required unless otherwise indicated

Please make arrangements for \$5.00 processing fee with the school/program

Last name	First name	Middle name	Gender		Date of birth
			M	F	

Driver's License/Identification card number and state of issue	Social Security Number (Optional)	List all other names previously used (including maiden name)

Full street address	City	State	Zip Code	Phone number

Have you **EVER** been convicted of any crime? Yes _____ No _____

If Yes, List the date and all cities and states in which you have a criminal conviction:

Under District policy the District is required to deny volunteer privileges to anyone convicted of certain felonies and misdemeanors (those listed in ORS. 342.143). In addition the District reserves the right to deny volunteer privileges to persons based on the nature and recentness of crimes and overall criminal record. Security Services or the school Principal may revoke a volunteer's privileges at any time if the volunteer's presence is considered disruptive or unsafe to the learning environment

A copy of crimes listed in ORS. 342.143 is available at your school or online at www.pps.k12.or.us under Departments/Security Services.

Portland Public Schools strives to ensure a safe learning environment for our children. Therefore, any person that refuses a criminal background check will not be allowed to volunteer. There are no exceptions.

I consent to a check of criminal/civil records by Portland Public Schools.

Applicant's signature: _____ Date: _____

Security Services Use Only			Investigator	Date
Clear to volunteer	Y	N - Reason: Disqualifier, Warrant, Serious Crimes, Other;		

(revised Aug 2008)