

Sycamore Valley Academy
VOLUNTEER APPLICATION FORM

NAME _____
Last First Middle

HOME ADDRESS _____
City Zip

California Drivers License Number _____

Do you have a child or children in the school? ☐ Yes ☐ No
(If yes, please list them in the table below.)

Student Name	Grade Level	Teacher

I have completed the above information truthfully and have read, understand, and will comply with school requirements and expectations for all volunteers. I authorize Sycamore Valley Academy to conduct a criminal background check of school volunteers as permitted by law.

Print Name _____

Signature _____ Date _____

For SVA Office Use Only	
Volunteer Orientation Attended on ____/____/____	Initials _____
Principal/Superintendent's Approval _____	Date _____

Sycamore Valley Academy
EXPECTATIONS AND REQUIREMENTS FOR VOLUNTEERS

1. The SVA Board of Directors encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with our students.
2. Volunteers shall act in accordance with SVA Board policies and regulations, as well as school policies.
3. Each volunteer is required to complete SVA's Volunteer Application Form and SVA's Criminal History Declaration for Volunteering at School Form. These completed forms must be on file in the Principal/Superintendent's office prior to commencement of service. These forms include a requirement to disclose any prior criminal convictions. Failure to provide accurate information will result in immediate dismissal.
4. It is recommended, although not required, that each volunteer keep TB testing up-to-date. TB testing 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 will report the information to the Principal/Superintendent 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 be alone with children.
10. Volunteers understand that their service as a volunteer may be terminated at any time for any reason.

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

Print Name _____

Signature _____ Date _____

Sycamore Valley Academy
CRIMINAL HISTORY DECLARATION FOR VOLUNTEERING AT SCHOOL

SVA wants to encourage parents and others to volunteer their time and service to the school and our children. SVA appreciates the donation of your time. SVA also desires to ensure a safe school environment for our children. In order to accomplish this objective, SVA feels it is necessary to prevent individuals who are registered as sex offenders, who have been convicted of a violent felony, or who have some other inappropriate criminal conviction, from volunteering in our school.

Education Code Sections 35021 and 35021.1 prohibit 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 registered 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. A CONVICTION MAY NOT NECESSARILY DISQUALIFY YOU FROM VOLUNTEERING.

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 Sycamore Valley Academy of such conviction. I further understand that if the information I have provided is not accurate, my volunteer services will be terminated.

Executed on _____, _____, in _____, California.

Print Name _____

Signature _____ Date _____

Sycamore Valley Academy reserves the right to conduct a criminal background check of all school volunteers as permitted by law.