

VOLUNTEER AGREEMENT AND BACKGROUND CHECK AUTHORIZATION

GreenWood Charter School is grateful for the contributions made by parent and community volunteers and welcomes their participation in a variety of activities at the school.

In order to facilitate volunteer efforts and help ensure the safety of GreenWood’s students, the school will perform a criminal records background check on parents and community volunteers (1) who wish to volunteer at the school (2) who in the course of their volunteer time may have unsupervised time with students, or (3) who may assist with overnight trips or drive students from one location to another. Volunteers who fit into one of these categories must complete this form.

NOTE: If you have been convicted of a felony such as a DUI or drug infraction within the last ten years or have ever been convicted of child or spouse abuse, or have a case pending in any of these areas, please do not volunteer to drive or chaperone.

Please complete the following:

>>A scan of license will be made by office. One form may be used if both spouses are volunteering.<<

Name: _____ Alias (Maiden Name) _____ Birth Date: _____
Social Security Number: _____ - _____ - _____ Phone: _____
Complete Address: _____ City: _____ Zip: _____
Driver’s License Number: _____ Driver’s License Expiration: _____
(Spouse of Volunteer)

Name: _____ Alias (Maiden Name) _____ Birth Date: _____
Social Security Number: _____ - _____ - _____ Phone: _____
Complete Address: _____ City: _____ Zip: _____
Driver’s License Number: _____ Driver’s License Expiration: _____

I agree to:

- Respect and abide by the confidential nature of what I see or hear pertaining to students and/or staff as I carry out volunteer duties.
- Bring concerns or issues, if any, to the staff person supervising my volunteer activities.
- Direct discipline issues to an appropriate staff member.
- Be supportive of the school and its mission.
- Always sign in at the office and wear a volunteer tag provided by the office.
- Volunteer Drivers:** Always follow posted speed limits and eliminate distracted driving (including all phones). As a volunteer, I understand that the school will use the information I have provided to conduct a background check.

Authorization

GreenWood Charter will procure a background report on you for volunteering purposes. Raptor 631 West 22nd Street Houston, Texas 77008.

By my signature below, I authorize the disclosure of information concerning my driving record history and standing, criminal records check and conviction history to GreenWood Charter by the following: motor vehicle records agencies; law enforcement agencies; federal, state and local courts; the military. I agree that a facsimile or photocopy of this form is valid just like the original form.

GreenWood Charter will procure a background report on you for volunteering purposes. Raptor 631 West 22nd Street Houston, Texas 77008.

Volunteer 1 Signature: _____ Date: _____

Volunteer 2 Signature: _____ Date: _____

⇨⇨⇨⇨⇨⇨⇨ **Driving? Please fill out the 2nd page** ⇨⇨⇨⇨⇨⇨⇨

VOLUNTEER VEHICLE AUTHORIZATION

For Volunteer Drivers only, please fill out the items below and sign.

Vehicle 1:

Vehicle Make _____ Vehicle Model _____ Vehicle Year _____

License Plate No: _____ Number of seat belts available (including driver) _____

Vehicle Owner: _____

Vehicle 2:

Vehicle Make _____ Vehicle Model _____ Vehicle Year _____

License Plate No: _____ Number of seat belts available (including driver) _____

Vehicle Owner: _____

Initial the Following:

_____ I agree to provide GreenWood Charter with a copy of the Proof of Insurance for the above-noted vehicle(s).

_____ I agree to ensure that all children will be properly belted while driving in the vehicle; children under the age of 8 are to be belted in the back seat with a booster or car seat (which will be provided by the child's parent), children under the age of 12 should be belted in the back seat.

_____ I agree to support the school's Smoke Free Environment by not allowing anyone to smoke inside the vehicle while transporting, or anytime while on fieldwork.

NOTE: If you have been convicted of a felony such as a DUI or drug infraction within the last ten years or have ever been convicted of child or spouse abuse, or have a case pending in any of these areas, please do not volunteer to drive or chaperone.

As a potential driver, I understand that the school will use the information I have provided to conduct a background check.

Signature: _____ **Date:** _____