



STUDENT VOLUNTEER REQUIREMENTS

In order to ensure the safety of student volunteers and to ensure appropriate use of their time while on campus, the following requirements must be met.

1. Request for student volunteers must be initiated by the teacher or staff member, not by the student volunteer or parent.
2. Parent permission is required. Approval by school administration is required before volunteering. Submit this completed form to the school office at least one day before the teacher requested day to volunteer.
3. The student volunteer must sign in and out daily at the school office.
4. The student volunteer will not be allowed on the playground during recess or lunch unless accompanied by the teacher, or in the staff lounge or workroom unless accompanied by a staff member.
5. The use of student volunteers is subject to the discretion of the teacher and/or the administrator and can be concluded at any time.
6. Parents are responsible for transportation to and from campus and must not leave the student at school beyond the agreed-upon volunteer time.
7. Student volunteers who are on campus during lunch periods may either bring a sack lunch or obtain food in the cafeteria. However, due to federal guidelines, students not in school session are not eligible to participate in the student lunch program.

STUDENT VOLUNTEER REQUEST FORM

School

School Year

Signature of Teacher requesting Assistance

Date and Times Requested

I have read and understand the above Student Volunteer Requirements

Parent Signature

Date

Student Signature

Phone # of parent during
time your son/daughter
will be volunteering.

Print Student Name

Principal's Signature