



**NEUSE CHARTER SCHOOL
VOLUNTEER APPLICATION [LEVEL I or II] – 2017-18**

<input type="checkbox"/> Photo ID <input type="checkbox"/> Background check <input type="checkbox"/> Approved <input type="checkbox"/> NOT Approved Initials: _____

Neuse Charter School (NCS) values the positive impact of volunteers and appreciates your interest in supporting our school. To enhance safety, the NCS Volunteer Process includes an annual criminal background check for Level II Volunteers and a sex offender registry check for all volunteers. Please complete this application and submit to the Front Office. A valid **state issued photo identification** must be presented at time of application. Please provide a minimum of two weeks to process.

NAME: _____ RELATIONSHIP TO NCS: _____
 CELL PHONE: _____ EMAIL: _____

I am applying for (please check one): _____ Level I Volunteer _____ Level II Volunteer

*Level I Volunteer: Sex Offender clearance required. Requires the presence and supervision of a NCS employee with duties assigned such as, but not limited to, helper in a classroom or at the school site, helper in a department.

*Level II Volunteer: Criminal Background and Sex Offender Registry clearance required. Duties assigned outside the immediate presence of a NCS employee such as, but not limited to, chaperoning overnight and daytime field trips, mentoring, and volunteer coaches. Level II Volunteers must complete the **Background Check Application** and a sex offender registry check.

I'm volunteering for a one-time overnight / out of state field trip: _____
 *Skip to signature lines at the bottom of the form.

INFORMATION ABOUT VOLUNTEER AVAILABILITY (DAYS, TIMES, PREFERRED TASKS): _____

EMERGENCY CONTACT: _____ CELL PHONE: _____

- I will hold in confidence any information revealed to me pertaining to any student.
- I will report any home or school concerns about a child to school administration immediately.
- I understand I have a legal obligation to report any suspected abuse or neglect that is revealed to me by a child to administration.
- I will not contact the child off campus or remove him/her from NCS at any time without written parental permission.
- I will contact NCS when I have to be absent.
- I will sign in and out each day when I volunteer at NCS.
- I will perform my duties to the best of my ability.
- I will follow NCS's policies and procedures, including record keeping and confidentiality.
- I understand the diversity in all students and believe in their ability to be successful.
- I understand the school may maintain a volunteer file that may be open for inspection in accordance to state law.
- I confirm that I have not been convicted of a felony or any offense involving drugs, alcohol, child abuse, sexual aberration or any moral turpitude.

 Volunteer Signature

 Volunteer Name

 Volunteer Cell Number

 Date

 If a Parent/Guardian, Name of Student(s)

 Grade Level of Student(s)