

Germantown School District

September 7, 2011

**AMY BELLE SCHOOL
3294 WILLOW CREEK ROAD
COLGATE, WI 53017-9534
(262) 253-3470
FAX (262) 253-3490**

Dear Amy Belle Families,

Thank you for your interest in serving as a volunteer with the Germantown School District and at Amy Belle School. We greatly value the partnership with parents and community members. Ensuring the safety of our students is one of our highest priorities. As a matter of protection for our students, we are requiring background checks for all volunteers. Please complete and return the Volunteer Application on the back to the school office. Please know that all information provided on this form and received from background checks will be used only for the purpose of determining eligibility for volunteer services. Personally identifiable information provided on the application **will be kept confidential to the extent permitted**. The Human Resources office of the Germantown School District will conduct the background check and will update the district volunteer list as volunteers are approved. All forms will remain on file.

As a volunteer at Amy Belle School and by signing this form, you agree to accept responsibilities on the following:

- Each student is to be treated with respect and consideration.
- All personal contact with students, administrators, officials, athletic directors, the state high school athletic association, media, and the public, shall be conducted in the highest ethical and moral manner.
- Maintain strict confidence about students and staff. This includes health issues, academic performance and behavior, school problems, and student information in any form (including verbal or personal observations). The access to records by a volunteer shall be limited to legitimate educational interests particular to duty performed and under the supervision of a district employee acting as the volunteer's supervisor.
- Sign in and wear a designated volunteer sticker when working at Amy Belle Elementary.
- Question adults in the building who are not wearing badges and ask them to return to the school office to sign in and put on a volunteer sticker.
- Make arrangements for personal child care needs while you volunteer.

Thank you for your time and devotion to helping our children and being a part of our mission to ***Empower and Inspire Every Student to Success!***

Sincerely,



Maria Kucharski
Amy Belle Principal

Submit by Email

Print Form

GERMANTOWN SCHOOL DISTRICT

Volunteers

Contact Information:

Name:

Home Address

Telephone #:

email

Background Check Information

Date of Birth:

Maiden Name:

SSN

Building & Supervision Information

List the building (s) at which you volunteer/student teach:

Name of teacher (s) principal (s) to whom you report: