



NextGeneration STEAM Academy Volunteer Program

Dear Volunteer,

Whether you volunteer at our academy or outside of the classroom, your involvement enriches the educational experience of both your child and all students at NGSA. Our Academy is here to support such partnership because our students are our number one priority. Our volunteer program is a wonderful opportunity to positively impact your child's academic progress. If you have any questions, please contact the office at 209-229-4736.

Thank you,

Leslie Pombo
Director/Principal

Volunteer Requirements

NGSA's priority is to plan and uphold a safe and secure campus for all students. Parents who wish to volunteer in the presence of students must abide to NGSA school policies. All volunteers must fulfill all the requirements necessary to become a "Cleared Volunteer" prior to performing volunteer work.

Requirements:

- Complete Volunteer Agreement Contract
- Have recent TB Test or chest x-ray indicating a negative TB result
- Complete Life Scan (Receive a Life Scan Form from the office after turning in completed Volunteer Agreement Contract and TB test)

The cost of the Life Scan clearance is \$62 and it is the responsibility of the volunteer.

Once a "Cleared Volunteer," you will not be required to go through the process throughout your term as a volunteer at NGSA. Banta Elementary School District will receive periodic "arrest notification" updates on all cleared volunteers. If you experience an incident that will trigger an "arrest notification," you are advised to inform the BESD Administration. Failure to do so will result in the termination of your volunteer services.

It is the policy of our academy to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability.

**NextGeneration STEAM Academy
Volunteer Agreement Contract**

CONTACT INFORMATION

Last Name

First Name

Address

Home Phone

Work Phone

E-Mail

Student's Name

EMERGENCY CONTACT

Last Name

First Name

Address

Home Phone

Work Phone

E-Mail

Previous Volunteer Work Experience Summarize your previous volunteer experience

NextGeneration STEAM Academy's Volunteer Code of Conduct

Volunteers at NGSA shall:

- Sign-in and out in the office and wear your volunteer sticker any time you are on campus
- Exercise kindness while volunteering at NGSA
- **NEVER share confidential information with others.** Due to the confidential nature of information between staff members in the school's main office, volunteers shall not spend time in this area unless specifically requested to do so by a staff member.
- Be respectful and conscientious of all confidential matters pertaining to our students and families.
- Accept direction and constructive criticism from our staff members
- Recognize the teacher as the authority and follow direction
- Never confront a teacher in front of students or others regarding disagreements or difference of opinion
- Be on time
- Conduct themselves professionally and businesslike while being accessible to all students
- Not use cell phones while volunteering
- Not disrupt classrooms while the teachers are instructing
- Dress professionally and modestly for a school environment
- Report any potential bullying
- Act lawfully and responsibly and always with care
- Remember students are watching you, be a great role model

By signing below, I agree to the Volunteer Code of Conduct above. I also understand that if I am accepted as a volunteer, any false statement, omissions, misrepresentations made by me on this application, and any breach of confidentiality will result in my immediate dismissal.

Signature

Date

Thank you for your interest in volunteering with us.