



Why Should You Volunteer?

Parents are the hidden resource to success at school

Being involved helps in these ways:

- enhances children's self-esteem
- improves children's academic achievement
- improves parent-child relationships
- helps parents develop positive attitudes towards school and a better understanding of the schooling process

***Being involved is not a full-time job.**

Studies have shown that children also:

- are absent less frequently
- behave better
- do better academically from preschool through high school
- go farther in school
- go to better schools

If you are unable to come into the school here are some suggestions to do at home:

-Read to your child — reading aloud is the most important activity that parents can do to increase their child's chance of reading success

-Discuss the books and stories you read to your child

-Help your child organize his/her time

-Limit television viewing on school nights

-Talk to your child regularly about what's going on in school

-Check for homework and look over their homework every night

The time you spend with your child makes a difference in their future so please invest in them!



Volunteer Expectations

- ~Always sign in and have a name tag on.
- ~Appropriate Attire must be worn. Please know that you are a role model to our children.
 - no profanity written on clothing.
 - shorts or skirts need to be at an appropriate length
 - no pajamas
 - any rips in clothing must not be revealing.
- ~Appropriate language must be used in the building.
- ~If you are unable to volunteer for the time you have committed to please call the school so the teacher/staff person is notified of the change in their schedule.
- ~If you are in the classroom please limit the use of cellular devices so that your attention is on the children.
- ~Have a positive attitude
- ~No smoking on school property

Building a Foundation for Our Future

NILES COMMUNITY SCHOOLS

Volunteer Information Sheet and Availability Form

We recognize the important role a community plays in the educational process and appreciate volunteer participation. We grant volunteering opportunities to qualified individuals and will provide training and supervision to each person chosen to volunteer. I understand that I am a volunteer that is identified as a person who receives approval to perform duties or tasks for NCS and without an expectation of wages, benefits or any employment relationship.

School Year: (Re-submit annually) _____

VOLUNTEER INFORMATION

Name: _____

Address: _____

City, State, Zip: _____

Home Phone: _____

Cell Phone: _____

E-mail: _____

Are you enrolled here as a student? _____ Are you 18 years of age or older? _____

EMERGENCY CONTACT

Emergency Contact Person: _____

Emergency Phone Number: _____

VOLUNTEER EXPERIENCE

Please list any past experience that may prove useful to your role as a volunteer.

Best Time to be Reached: _____

Day Available to Volunteer: M Tu W Th F Morning or Afternoon



VOLUNTEER AGREEMENT

CERTIFICATION

As a volunteer, I certify: (Please read and initial each item.)

I have completed or reviewed and updated my Volunteer Information and Availability Sheet.

I will not perform tasks that I feel I lack the experience or skills needed to perform.

I will not perform tasks that I do not feel physically able to perform.

I understand that I will be required to utilize any protected equipment.

I will stop and wait further instruction if I do not understand a task.

I am not expecting compensation and/or benefits in exchange for my service.

I will call the school office in the event I will be absent or late.

For my safety, I will not leave my workstation without authorization from my direct supervisor or the teacher that I am assisting.

I will be flexible and understand that my work responsibilities may vary.

I will refer all disciplinary actions to the teacher.

I will respect the privacy of others and will keep all information confidential.

I have not been convicted of child abuse, child sexual abuse or child neglect.

I have not been convicted of a misdemeanor or felony other than a minor traffic violation. Under the revised school code, article 380.1535a and 380.1539b, the Niles Community Schools utilizes these articles to determine the status of potential volunteers for the District.

Please list any

violation(s). _____

I understand that any falsification of the above will result in termination of all volunteer duties in the Niles Community Schools.

We agree to:

Not knowingly place a volunteer in harms way.

Reserve the right to require satisfactory review of your background information.

Provide an understanding of the tasks being performed and any necessary training.

Provide tools and protective equipment.

Identify and control recognized hazards in the volunteer's work areas.

