

General description of assignment(s):

- supervising students as needed by a teacher
- supervising students during a regularly scheduled activity
- assisting with academic programs
- assisting at the resource center or main office
- other

“Sex offender list” checked by _____ on _____

Name of supervising staff member: _____

To be Answered by the Principal:

Is a criminal background check necessary (will the individual will be working over a long period of time in direct contact with students where no staff member is continuously present, or in other situations where a check would be prudent)?

If “yes” and provided the individual authorized the check:

- the date on which the check was requested? _____
- the date on which it was received and reviewed? _____

Reviewed by: _____
Signature Date

Added to Approved Volunteer List: _____