



CHAPERONE AND VOLUNTEER APPLICATION

School _____

Group _____ Teacher _____

Activity _____

School Volunteer ☐ Day Trip ☐ Overnight Trip (check one)

Date(s) _____

I hereby agree to serve as a chaperone and/or volunteer on behalf of Bamberg County School District for the activity described above. I acknowledge that during the course of this activity, I will assume the responsibilities of supervising, managing, and overseeing the event, and I will represent Bamberg County School District as an authorized supervisory agent until the activity is concluded. **I acknowledge that I have reviewed and understand the volunteer process, responsibilities, and guidelines as detailed on the reverse side of this application**

In order to ensure the safety and well-being of our students, Bamberg County School District mandates National Sexual Offender Registry and South Carolina Sexual Offender Registry background checks for all chaperones and/or volunteers. By signing below, I hereby grant permission for school officials to conduct a personal record check for the purpose of evaluating my eligibility to serve as a chaperone or volunteer.

I affirm that the information provided is accurate, complete, and truthful. Upon completion and approval by the principal, this form will be submitted to the district office. I understand that I will **only** be contacted by school officials if I do not pass the background check. All information will be handled confidentially. Please note that no chaperone may participate in any day or overnight trip without a clear background check. **A separate background check is required for each event.**

Further, I understand that as a volunteer/chaperone for this school-sponsored field trip, I may choose to drive my own personal vehicle to and/or from the event. I acknowledge that doing so is **voluntary** and not a requirement of my participation. By signing below, I agree to **hold harmless, indemnify, and release** Bamberg County School District, its Board of Trustees, employees, and agents from any and all liability, claims, demands, actions, or causes of action arising out of or in connection with the use of my personal vehicle for this activity. I further understand that Bamberg County School District does **not provide insurance coverage** for my personal vehicle, and that I am solely responsible for maintaining appropriate insurance and a valid driver's license as required by law.

Thank you for your willingness to serve as a chaperone or volunteer with Bamberg County School District.

Chaperone/Volunteer Information

Name: _____
First Middle Last Maiden, if applicable

Address: _____

Phone Number: _____ Email address: _____

Date of Birth: _____ ☐ Male ☐ Female

Student Name: _____ Relationship to Student: _____

Print Name (Chaperone or Volunteer)

Signature (Chaperone or Volunteer)

Date

Principal Approval & Date

We appreciate your interest in volunteering for the Bamberg County School District Chaperone/Volunteer Program. In an effort to ensure the safety of our students, we have implemented additional safety precautions for prospective chaperones/volunteers.

Our district offers a variety of activities you may choose from when volunteering your time. Simply complete and submit a chaperone and volunteer application and upon approval you will receive instructions on the next steps.

Please note the following:

- 1. All chaperones and volunteers must undergo a criminal history screening through the National and South Carolina Sexual Offender Registries prior to approval.*
- 2. All chaperones and volunteers must be 18 years of age or older.*

It is very important that the information you enter on the application matches your government issued identification card, including your full legal name. It is important that you provide a valid email address so you can be notified as to the status of your application and for future communication. All information collected on the application will remain confidential and will not be shared outside the volunteer program.

Please note that the approval process could take anywhere from two to four weeks. If you have any questions about the application, please contact your school's administration.

General Volunteer Guidelines:

- All chaperones must be at least 18 years of age. (Policy: IJOB/IJOC)*
- All volunteers will work with students under the immediate supervision and direction of school personnel.*
- Background screening results are evaluated on an individual basis.*
- Please arrive on time for a scheduled volunteer opportunity.*
- Give school personnel as much notice as possible if you are unable to fulfill your commitment. The scheduled event may need to be altered if a volunteer becomes unavailable.*
- Discussion with teachers and other staff should be focused on the volunteer work. Please arrange an appointment for a conference if you need to discuss your child's work, behavior, or progress.*
- Discussion regarding students should be limited to the staff member with whom you are working. Confidentiality for our students is very important. Do not speak about specific students or teachers in the community or on social media. If you have an issue with a staff member, please speak with the building principal. If you have concerns about a student, speak with the classroom teacher.*
- Report discipline and behavior issues to the teacher.*
- Volunteers should speak with school personnel about safety procedures regarding emergency situations.*
- Please do not bring other children (students and non-students, including infants and non-school aged children) with you when you are volunteering. Children not enrolled in the class attending a field trip are not permitted to go.*
- Volunteers should refrain from using cell phones and other electronic devices during the time they are scheduled to supervise students.*
- Volunteers are expected to be role models to students. This includes behavior and attitude, as well as attire, use of language, and use of alcohol/tobacco.*
- All chaperones/volunteers must adhere to Bamberg County School District Policies IJOA and IJOA-R during all field trips.*