



Dyersburg City Schools

Human Resource Department

509 Lake Road
Dyersburg, Tennessee 38024
Phone (731) 286-3600, Fax (731) 286-287-8573

VOLUNTEER APPLICATION & CONFIDENTIALITY AGREEMENT

(Page 1 of 2: Unpaid Volunteer Agreement)

Last Name: _____ First: _____ M.I.: _____

Date of Birth: _____ SS#: _____

Address: _____ City/State: _____

Zip: _____ Phone: _____ Email: _____

Volunteer Position: _____ School: _____

Emergency Contact: _____ Phone: _____

HAVE YOU EVER BEEN:

1. Discharged, not renewed, or banned from any volunteer organization? Yes No
2. Convicted of any misdemeanor and/or felony? Yes No
3. Convicted or any offense that involves drugs or alcohol? Yes No
4. Presently charged with a crime that is currently pending or not yet adjudicated? Yes No
5. If any of the above is "yes", please explain: _____

I, the undersigned, certify that the above information is true and correct. I understand that I am offering to volunteer with Dyersburg City Schools (DCS) and that DCS may, at its discretion, decline my offer of volunteer services. In the event my volunteer services require a criminal background check under DCS procedures, I may be responsible for the cost of the check and that I may not be reimbursed for this expense. Further, if I am accepted as a volunteer, I agree to the following:

1. I am volunteering without promise, expectation, or receipt of compensation for my services.
2. I will not in any way access, use, divulge, copy, release, sell, loan, review, alter, or destroy any confidential information except as properly and clearly authorized within the scope of my work and that I will abide by all applicable DCS & school policies and procedures and with all applicable laws. I will report to the school Principal or to the Principal's Supervisor any individual's or entity's activities that I suspect may compromise the confidentiality of student information.
3. I am under the supervision of the school Principal or another designated Supervisor.
4. I will immediately notify the location Supervisor where I volunteer upon being charged with any crime.
5. Any fraudulent application, violation of confidentiality, or any violation of the above provisions may result in termination of my status as a DCS volunteer.

VOLUNTEER SIGNATURE: _____ DATE: _____

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(Page 2 of 2: Staff Approval)

Principal/Supervisor Use Only:

Principal/Supervisor, please indicate which tier the volunteer would fall under: (check one)

1. _____ Regular volunteer activity with student interaction under contact supervision by DCS employees (ex: Room parents, class readers, office volunteers, library volunteers)
2. _____ Any volunteer activity that involves unsupervised contact with students on or off campus (ex. One-on-one tutoring, overnight field trips, day field trips when not with a school employee, etc.)

All tier 2 volunteers MUST be fingerprinted. No Tier 2 volunteer is approved until Human Resources has given clearance. Once a Tier 2 volunteer has been sent to be fingerprinted, the HR representative will contact you once the volunteer has been cleared. Tier 1 volunteer applications do not require HR approval.

PRINCIPAL/SUPERVISOR SIGNATURE: _____ DATE: _____

Office Use Only:

Fingerprinting Appointment (Time/Date/Location): _____

HR DIRECTOR'S SIGNATURE: _____ DATE: _____