

**School Volunteer Program Application**  
**Flagler County Public Schools in partnership with Flagler Volunteer Services, Inc.**  
 Government Services Building, 1769 E. Moody Blvd #2., Bunnell, FL 32110

All school volunteers must complete this registration form to volunteer in FLAGLER COUNTY SCHOOLS. Please **PRINT** legibly and complete the entire form both front and back. For your safety, and that of our students, a **BACKGROUND CHECK** will be completed on all volunteers. Applications are processed and badges are issued Monday – Friday between the hours of 7:30a.m. and 12:00 noon. New and renewal badges are provided at no cost. To replace lost or damaged badge, there is a fee of \$5.00 to cover cost. **You may fax your completed application to 386-586-2396, ATTN: Shelley Martin**

Legal Full Name \_\_\_\_\_ E-Mail \_\_\_\_\_  
 (as it appears on your photo ID) please print

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security Number \_\_\_\_\_  
 (SS# is used as a unique identifier when conducting the background check. There may be several individuals with the same name. This is not a requirement. You may choose to provide the last 4 digits only. However, if a 3D background check must be conducted based on the volunteer assignment or activity, your complete SS# is required. Please refer to the volunteer clearance procedures.)

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_  
 Race: Asian \_\_\_\_\_ Black \_\_\_\_\_ Hispanic \_\_\_\_\_ Multiracial \_\_\_\_\_ Native American \_\_\_\_\_ White \_\_\_\_\_ Other \_\_\_\_\_

School(s) where you will be volunteering or would like to volunteer: \_\_\_\_\_

Do you have a child/children attending this School? \_\_\_\_ Yes \_\_\_\_ No

Are you currently a student in a Flagler County School? \_\_\_\_ Yes \_\_\_\_ No    Are you currently an employee of Flagler County Schools? \_\_\_\_\_

Employment Experience \_\_\_\_\_ Employer \_\_\_\_\_

Emergency Contact \_\_\_\_\_

Days & Times Available to Volunteer \_\_\_\_\_

Do you already have a volunteer assignment? \_\_\_\_\_ If no, please indicate if you would like to be contacted about placement \_\_\_\_\_.

Check this box if you are completing this application to **ONLY** volunteer for your child's classroom, school activities, field trips, etc.

**Please check the placements you are interested in:**

\_\_\_\_ Mentor                      \_\_\_\_ Chaperone/Field Trips ( \_\_\_\_ Day trip \_\_\_\_ Overnight)                      \_\_\_\_ PTA/SAC                      \_\_\_\_ Clerical/Office

\_\_\_\_ Tutor \_\_\_\_\_                      \_\_\_\_ Booster: \_\_\_\_\_                      \_\_\_\_ Fundraising                      \_\_\_\_ Special Event

\_\_\_\_ Classroom Assistant                      \_\_\_\_ Media Center/Exceptional Education                      \_\_\_\_ Other: \_\_\_\_\_

\_\_\_\_ College: Classroom Observation Hours (please note below the # of hours, completion date, and any other special requirements you will need)

**FOR OFFICE USE ONLY**

Date Background Check Requested \_\_\_\_\_ Date Approved \_\_\_\_\_

Comments \_\_\_\_\_

**SECURITY BACKGROUND INFORMATION AND AUTHORIZATION**

(This page must be completed for your application to be processed.)

- 1. Have you ever been dismissed, asked to resign, or entered into an agreement to resign any position? \_\_\_\_\_
- 2. Have you ever been arrested or convicted of an offense other than a minor traffic violation? \_\_\_\_\_
- 3. Have you ever been found guilty of a criminal offense? \_\_\_\_\_
- 4. Have you ever entered a nolo contendere or no contest plea? \_\_\_\_\_
- 5. Have you ever had a criminal record sealed? \_\_\_\_\_
- 6. Have you ever had a criminal record expunged? \_\_\_\_\_
- 7. Have you ever had adjudication withheld in a criminal offense? \_\_\_\_\_
- 8. Are there criminal charges currently pending against you? \_\_\_\_\_
- 9. Have you ever been imprisoned or jailed in a criminal proceeding? \_\_\_\_\_
- 10. Have you ever been placed on probation in a criminal proceeding? \_\_\_\_\_
- 11. Have you ever failed to appear in court or forfeited bond in a criminal proceeding? \_\_\_\_\_
- 12. Have you ever had a teaching certificate revoked? \_\_\_\_\_
- 13. Have you ever had a teaching certificate suspended? \_\_\_\_\_
- 14. Have you ever had sanctions placed on your teaching certificate for any reason? \_\_\_\_\_
- 15. Have you ever been denied a teaching certificate anywhere? \_\_\_\_\_
- 16. Is disciplinary action currently pending anywhere against your certificate? \_\_\_\_\_
- 17. Have you ever been confirmed as a child abuser by any agency? \_\_\_\_\_

**IF YOU ANSWERED YES TO ANY QUESTIONS, PLEASE EXPLAIN IN DETAIL BELOW. PLEASE INCLUDE THE DATE, LOCATION, LEVEL AND NATURE OF THE CHARGE, AND THE FINAL DISPOSITION. THE APPLICATION OF ANY PERSON WITH A CRIMINAL HISTORY REQUIRES REVIEW AND APPROVAL TO DETERMINE ELIGIBILITY TO BE A SCHOOL VOLUNTEER. IF YOU HAVE SUCH A CRIMINAL HISTORY, YOUR APPLICATION WILL BE HELD IN A PENDING FILE UNTIL THE REVIEW PROCESS IS COMPLETE.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**By my signature, I certify that I know, understand, and agree that any false statement or omission of information requested will result in my termination as a school volunteer. I AUTHORIZE THE FLAGLER COUNTY SCHOOL BOARD VOLUNTEER PROGRAM TO COMPLETE A BACKGROUND CHECK WITH FDLE OR THE 3-D BACKGROUND SCREENING COMPANY.**

\_\_\_\_\_  
SIGNATURE OF VOLUNTEER APPLICANT (PRINTED NAME) DATE

Volunteer Coordinator: Sabrina Crosby, 386.437.7526 Ext.3116 or [crosbys@flaglerschools.com](mailto:crosbys@flaglerschools.com)  
Volunteer Clearances: Shelley Martin 386.437.7526 or [martins@flaglerschools.com](mailto:martins@flaglerschools.com)  
(Revised: 5/4/17)