

**FAIRFIELD PUBLIC SCHOOLS**  
**Fairfield, Connecticut**

**Volunteer Information Form and Waiver of Liability**

*Only one form needs to be completed by a volunteer each school year. Please print clearly in ink:*

**Information Form**

Name: \_\_\_\_\_  
*Last First Middle Telephone*

Address: \_\_\_\_\_  
*Street City Zip Code*

E-mail address: \_\_\_\_\_ Driver's License: \_\_\_\_\_

Emergency adult contact: \_\_\_\_\_ Phone \_\_\_\_\_

Are you now or have you ever been a school volunteer? \_\_\_\_\_

At which school? \_\_\_\_\_ Year? \_\_\_\_\_

The name of any child or ward attending this school: \_\_\_\_\_

**Criminal Conviction Information**

Are you a sex offender? \_\_\_\_\_

Have you ever been convicted of a felony? \_\_\_\_\_

*If you answered YES, list all offenses*

Offense(s): \_\_\_\_\_

Date(s): \_\_\_\_\_

Place(s): \_\_\_\_\_

If requested, are you willing to consent to a criminal background investigation? \_\_\_\_\_

**Important Volunteer Policies and Guidelines**

1. All volunteers must complete a new volunteer application each year.
2. All volunteers must sign in at the school office before proceeding to their volunteer assignment.
3. Volunteers may not dispense either prescription or over the counter medications to students.
4. Volunteers must respect a student's right to confidentiality including the following areas: standardized test scores, family background information, reports of serious behavior patterns and written teacher observations.

Date: \_\_\_\_\_ Signature of Volunteer: \_\_\_\_\_

Printed Name of Volunteer \_\_\_\_\_

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**For School Use Only**

“Sex offender list” checked by \_\_\_\_\_ on \_\_\_\_\_ (mandatory).

Is a criminal background check necessary (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)? \_\_\_ Yes \_\_\_ No

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. \_\_\_\_\_

Approved

Not Approved

Reviewed by: \_\_\_\_\_  
Signature Date