



VOLUNTEER RELEASE FORM

Your Name: _____ School Year: _____
Please print

I have offered my services as a volunteer to help the School District in the following areas:

I agree to abide by all relevant Board policies and administrative guidelines while on duty for the District (including, but not limited to, the volunteer's obligation to keep confidential and not release or permit access to any and all student personally identifiable information to which s/he is exposed except as authorized by law – see below). I understand that, although I am covered under the District's liability insurance policy, I am not covered by its health insurance policy nor am I eligible for workers' compensation. Should I become ill or suffer an accident while doing volunteer work for the District, I agree that I shall be responsible for any and all hospital and medical charges that may accrue.

I understand further that, as a volunteer, I am not in any manner considered an employee of the District or entitled to any benefits provided to employees. I further release the Board of Education from any and all liability for any damages, whatever their nature, which may result as a consequence of my volunteer services.

All volunteers need to display appropriate behavior at all times. In accordance with R.C. 109.575, all volunteers who work or apply to work unsupervised with children on a regular basis will be required to provide a set of fingerprints at any time so that a criminal records check can be conducted. If a criminal records check is conducted, it will be done as a condition of initial or continued service as a volunteer. If a criminal records check indicates that a volunteer has been convicted of or pleaded guilty to any of the offenses described in R.C.109.572(A)(1)*, the volunteer will be informed of the Board's actions in accordance with Policy 3120.09.

DUTY TO MAINTAIN CONFIDENTIALITY OF STUDENT RECORDS AND INFORMATION

The District is committed to maintaining the security and confidentiality of all student records and/or student personally identifiable information. As an approved volunteer in the District, you may have access to student records and/or student personally identifiable information that must be maintained as confidential and not released and/or permitted access to except as authorized by Board policy and law. Violations of this duty may result in a reassignment and/or restriction of your volunteer responsibilities by the building principal or designee.

Volunteers must comply with the following:

- All student records are considered confidential.
- Directory information including the student's name, address, telephone number, date and place of birth, major field of study, participation in officially-recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received and previous educational agencies or institutions attended, can only be shared with administrative approval.
- Records may not be left in a place where they can be viewed by others.

- Copies of records may only be shared with administrative approval.
- Volunteers may not discuss or repeat information overheard while in the staff lounge, classrooms, offices, school grounds, hallways, school or extra- curricular activities.
- Volunteers may not discuss information obtained while in a classroom, such as a student's grade or behavior, with anyone other than the student's teacher or the building principal.
- Concerns or questions regarding student records or issues of confidentiality should be brought to the attention of the staff member responsible for supervising your activities and/or the building principal.
- Any knowledge of a violation of these provisions must be immediately reported to the staff member responsible for supervising your activities and/or the building principal.

By signing below, you acknowledge that you have read and understood, and agree to comply with the terms and conditions set forth above and that you state you have not been convicted of, nor pled guilty to, any of the offenses described in R.C.109.572(A)(1)*.

Volunteer's Signature

District Witness's Signature

Date

*For a complete list of offenses please see Supplement to Volunteer Release Form.

SUPPLEMENT TO VOLUNTEER APPLICATION FORM 3120.09 F1 / 4120.09 F1

No person who may be responsible for the care, custody, and/or control of a student is to be accepted or maintained as a volunteer if s/he has been convicted of any of the following offenses:

R.C. 2903.01, 2903.02 (murder or aggravated murder)
2903.03, 2903.04 (voluntary or involuntary manslaughter)
2903.11, 2903.12, 2903.13 (assault, felonious assault, aggravated assault)
2903.16 (failure to provide for functionally impaired person)
2903.21 (aggravated menacing)
2903.34 (patient abuse or neglect)
2905.01, 2905.02 (kidnapping, abduction)
2905.05 (child enticement)
2907.02 (rape)
2907.03 (sexual battery)
2907.04 (corruption of a minor)
2907.05, 2907.06 (sexual imposition or gross sexual imposition)
2907.07 (importuning)
2907.08 (voyeurism)
2907.09 (public indecency)
2907.21, 2907.22 (compelling or promoting prostitution)
2907.23, 2907.25 (prostitution or procuring prostitution)
2907.31 (disseminating matter harmful to juveniles)
2907.32, 2907.321 (pandering obscenity and/or child pornography)
2907.322 (pandering any sexually oriented materials involving or depicting minors)
2907.323 (use of minor in nudity-oriented materials or performance)
2911.01, 2911.02 (robbery or aggravated robbery)
2911.11, 2911.12 (burglary or aggravated burglary)
2919.12 (unlawful abortion)
2919.22 (endangering children)
2919.24 (contributing to unruliness or delinquency of child)
2919.25 (domestic violence)
2923.12 (carrying concealed weapon)
2923.13 (having weapon while under disability)
2923.161 (discharging firearm at or into a school or residence)
2925.02 (corrupting another with drugs)
2925.03 (trafficking in drugs)
2925.04 (illegal manufacture of drugs or cultivation of marijuana)
2925.05 (funding of drug or marijuana trafficking)
2925.06 (illegal administration or distribution of anabolic steroids) or 3716.11 (placing harmful objects or substances in food)

A violation of R.C. 2905.04 (child stealing) as it existed prior to July 1, 1996; a violation of R.C. 2919.23 that would have been a violation of R.C. 2905.04 as it existed prior to July 1, 1996; had the violation been committed prior to that date; a violation of R.C. 2925.11 that is not a minor drug possession offense; or felonious sexual penetration in violation of former section 2907.12 of the Revised Code; or a violation of an existing or former law of this State, another state, or the United States that is substantially equivalent to any of the offenses or violations described above.