



BSV Volunteer Contract

2022-2023

BSV Volunteer Contract, 2022-23

Section I: Qualifications & Screening

To be authorized to volunteer in BUSD, you must:

- Be cleared to serve, including clearing an FBI/DOJ Live Scan background check/fingerprinting. *Note: Parents volunteering in their child's classroom are **exempt** from the fingerprinting requirements*
- Provide proof of medical vaccinations (for specific placements only, as required by the California Education Code)
- Be able to commit to at least 1 hour of volunteering weekly for the entire school year (unless otherwise arranged with BSV staff)

Yes, I have read, understand, and agree to Section I of BSV's Volunteer Contract, 2021-22.

Section II: Code of Conduct

Volunteers should:

- Identify themselves to BUSD students and families as a Berkeley Schools Volunteer.
- Respect the diversity of Berkeley's students and staff, including one's race, ethnicity, national origin, gender, sexual orientation, age, physical condition/disability status, religious beliefs, political afflictions, veteran or marital status.
- Respect the school dress code, including but not limited to no clothing with logos depicting drugs, tobacco, alcohol, anything sexually suggestive, or anything involving a racial/ethnic slur.
- Volunteer only under the supervision of their assigned BUSD Host Teacher.
- Be punctual and consistent for all volunteer commitments.
- Discuss any planned absences in advance with their Host Teacher.
- Immediately refer discipline issues to their Host Teacher.
- Regard any information learned as a volunteer as confidential and share only with school staff as appropriate.
- Confidentially pass on knowledge or suspicion of child abuse and/or any challenges or concerns for students' success or welfare to their Host Teacher, or designated staff.
- Let BSV know immediately if they are unable to continue with their volunteer commitment, or if they change Host Teachers/placements.
- Complete BSV's annual spring volunteer survey to give BSV feedback on the program.
- Update their contact information annually with BSV, as well as notify BSV of their intent to return for the following year.
- Wear their current year BSV Name Badge at all times on BUSD campuses.

Volunteers should *not*:

- Engage in any political or religious instruction, activities, or conduct
- Engage in non-BUSD supervised contact with students, including texting, phoning, emailing, social media connecting, or meeting off-campus.
- Photograph or post pictures/video of students without written parent and school staff permission.
- Make any suggestive or inappropriate comments, or jokes.
- Volunteer while ill, or with knowledge of positive testing for contagious diseases (i.e. COVID-19 or Tuberculosis, etc.).
- Be under the influence of (or smell like) alcohol, marijuana, or illegal substances.
- Use electronic devices (including cell phones and music players) while working with students.
- Remove students from the direct supervision of the BUSD Host Teacher or from the school campus.
- Physically discipline students or use hands to redirect a student.
- Transport students in a vehicle (unless BUSD approved and supervised, as on a school field trip).
- Remain in contact with students outside of the school context, either in-person or digitally. (Your volunteer work is sanctioned by BSV and the California Education Code only when you are under the direct supervision of a certificated teacher.)

Yes, I have read, understand, and agree to Section II of BSV's Volunteer Contract, 2021-22.

Section III: COVID-19 Assumption of Risk Agreement

By checking below, I assume the risk that I may be exposed to or infected by COVID-19 by participating in the Berkeley Schools Volunteers (BSV) program and that such exposure or infection may result in personal injury, illness, permanent disability, and/or death. In addition, I assume responsibility for adhering to all COVID-19 prevention measures required by BSV or Berkeley Unified School District (BUSD), and compliance with applicable federal, state or local health orders such as the use of personal protective equipment, social distancing, and general hygiene protocols. I acknowledge that it is my responsibility to make an informed participation decision, that BSV and BUSD do not control every aspect of my volunteer interactions, and that BSV and BUSD give no assurances or warranties whatsoever as to my safety if I choose to participate in this program.

Yes, I have read, understand, and agree to Section III of BSV's Volunteer Contract, 2021-22.

Section IV: BSV Policies

I understand and agree...

- I am not an employee of the BSV or BUSD and I volunteer my services in an "at will" capacity.
- BUSD has the right to revoke my volunteer privileges at any time without prior notification or warning, in conformity with its liability and safety policies.
- Any breach of the above commitments may result in my dismissal from any and all BUSD schools.

I meet the listed qualifications, understand the above expectations and restrictions, and will contact BSV if anything changes with my volunteer placement, my health in relation to communicable diseases, or my legal status related to felony convictions. I accept the appointment of School Volunteer in a BUSD school for the 2021-22 school year.

Yes, I have read, understand, and agree to Section IV of BSV's Volunteer Contract, 2021-22.

I understand that signing this document constitutes a legal signature certifying that the information provided above is true and correct to the best of my knowledge

Printed Name: _____

Signature: _____