



Sunrise Park Elementary School
Giving Rise To Tomorrow's Leaders

FY20

Returning Parent: Yes No

Volunteer Name: _____ Email address: _____
Print Name

Please check one:

This is to certify that I attended the mandatory volunteer training held at Sunrise Park Elementary on _____
Date

This certifies that I watched the refresher volunteer training on _____
Date

My signature below indicates that:

- I have read the document “The Code of Ethics and The Principals of Professional Conduct of the Education Profession in Florida.” I fully understand that The Code of Ethics applies to all Board Members and employees and **extends to guests, invitees, and volunteers while they are on District property or are participating in District-related events.** (School Board Policy 3.02).
- I understand that each and every instructional moment counts at Sunrise Park Elementary. I understand that at no time should I be in the classroom during Literacy/Reading block, Math block or iii time. I also acknowledge that I cannot leave a volunteer location in order to go and check on my children during instructional time. Parent-teacher conferences cannot be impromptu and must be scheduled accordingly.
- Only cleared volunteers may attend parties. **This applies to all out of town visitors and relatives.** On classroom party days, only cleared volunteers will be given access to your child’s classroom and our school campus for safety reasons. Volunteers are not fully cleared until they have submitted their personal information through the VIPS/Raptor system and have attend the face to face volunteer session for FY20 or reviewed the volunteer update if they have attended the training in FY16, FY17, FY 18 or FY 19.
- I will exercise confidentiality at all times as it pertains to the students, faculty and staff of Sunrise Park Elementary School.
- I understand that **siblings may not attend holiday/classroom events/parties during the school day.** This includes lunch visits as this is a safety issue. Volunteers will be turned away from events and parties if they arrive at school with non-school aged children. In addition, I understand that I cannot pull my child out of instructional activities within their school day to attend holiday/classroom parties and classroom celebrations or parent presentations for another child who is enrolled at Sunrise Park Elementary.
- I understand that if I am visiting my child for lunch then my visit ends when his/her lunch time is over. I am not to travel to other locations in the building if I am not scheduled to volunteer at that time. Only cleared volunteers may participate in lunch visits.
- I understand that parents are NOT ALLOWED to enter through the GREY DOORS.
- I understand that the teacher determines volunteer duties and activities.
- I will abide by the policies and procedures outlined in the Volunteer Orientation session at all times.
- I understand that if I am volunteering until dismissal time (2:05 pm) that I must meet my child at a predetermined location (i.e. West door walkers). Volunteers are not to congregate in the main office at arrival or dismissal as the front office becomes a very busy place at these designated times.

Volunteer Signature

Date