

CONCORD SCHOOL DISTRICT

38 Liberty Street, Concord, NH 03301
Tel: (603) 225-0811 • Fax: (603) 226-2187

INTERN/VOLUNTEER/OBSERVER APPLICATION

PLEASE COMPLETE ALL THREE PAGES OF THIS APPLICATION

1. **NAME** _____
Last First Middle
2. **ADDRESS** _____
Street City State Zip
3. **TELEPHONE** _____
Home Work Other
4. **EMAIL ADDRESS** _____

I make this **Statement** and **Agreement** in order to provide, and to be authorized to perform, the following uncompensated services to my community:

PLEASE LIST SERVICES YOU WISH TO PROVIDE:

SCHOOL: _____

GRADES PREFERRED (Check One): Preschool – K K - 3 K - 5 6 - 8 9 - 12

RELEVANT WORK OR VOLUNTEER EXPERIENCE

Dates		<u>Employer/Organization</u>	<u>Address</u>	<u>Type of Work</u>
<u>From</u>	<u>To</u>			
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

REFERENCES

List two (2) persons, not related to you, who have firsthand knowledge of your character and personality, and relevant skills or volunteer experience. Please list name, address and phone number for each.

<u>Name</u>	<u>Position</u>	<u>Address</u>	<u>Telephone</u>
_____	_____	_____	_____
_____	_____	_____	_____

Concord School District Policy #890

Designated Volunteers

Concord School District recognizes the valuable contribution made to the total school program through the volunteer assistance of parents and other citizens.

The Superintendent or his/her designee is responsible for development and implementation of procedures for the selection and utilization of volunteers.

Individuals wishing to become designated volunteers will be required to undergo a criminal records check and will be denied the opportunity to serve as a volunteer if he/she has been convicted of any of the violations or attempted violations listed in RSA 189:13-a, as amended. The criminal records check is described more fully in District Policy #462 entitled "Criminal Records Checks."

"Designated volunteers" means any volunteer who has responsibilities requiring the volunteer to be with students out of the presence of a Concord School District staff member in a non-public setting.

NOTICE: Your answers to the following questions will not necessarily bar you from being an intern or volunteering or observing with Concord School District. When determining your current fitness for these categories, the District considers factors such as age at time of the offense, seriousness and nature of the violation, and rehabilitation. **It is also important to note that by decision of the appropriate governing body or authorized representative, the District may deny an applicant the rights to enter a Concord School District building if such applicant has been convicted of any felony in addition to those violations listed below.**

Have you been charged pending disposition for or been convicted and/or been found guilty by a court of competent jurisdiction or a state agency serving in a judicial capacity of: (a) any violation or attempted violation where the act involves a child in material deemed obscene; in this State, or under any statute prohibiting the same conduct in another state, territory, or possession of the United States; or (b) any offense involving sexual misconduct, moral turpitude, or abuse of children?

Yes No

If so, please explain:

By signing this Application, I certify that I have never been convicted of a criminal offense other than those I have specifically listed in this Application. I further certify that I have never been convicted of any offense involving sexual misconduct, moral turpitude, or abuse of children other than those I have specifically listed in this Application, as per RSA 189:13-a.

By signing this Application, I also certify that the facts contained in this Application are true, complete, and accurate to the best of my knowledge and belief.

By completing this intern/volunteer/observer application, I authorize Concord School District and its agents or administrators to fully investigate all statements contained in this Application. I recognize that this investigation, if made, may include information as to my credentials, background, abilities, character, general reputation, and personal characteristics.

I also authorize all references listed on this Application to give Concord School District and its agents or administrators any pertinent information they may have, personal or otherwise, relative to me and/or my prior work or intern/volunteer/observer experience. I hereby release all parties from any and all liability for damages I may claim to suffer as a result of the furnishing of such information to the Concord School District or the District's representatives.

Supervised By: School Administrator/Staff Member

Between: _____

Time Periods in Which Intern/Observer/Volunteer Work to be Performed

In performing the specified volunteer service, I acknowledge:

- that I am 18 years of age or older and know of no reason, medical or otherwise, which would prevent me from performing the tasks required;
- that I have acquainted myself with what is required to perform those tasks, and represent that I have the skill and ability to perform them;
- that I assume full responsibility for my own safety and the safety of others who might be affected by my actions or omissions. I hereby agree to release, defend, indemnify and hold harmless the School District, its agents, employees, and officers, from any and all claims of illness, bodily injury, personal injury, or property damage, occurring to me or to others, arising from my negligent, reckless, wanton or intentional conduct while participating in this activity.
- that I will perform the volunteer service in compliance with the standards and specifications established, or approved, by the Concord School District, and will honor the direction of Concord School District officials to suspend or terminate service;
- that I agree to the foregoing in consideration for being permitted to perform volunteer service for and on behalf of the School District.

Signature

Date

PLEASE CALL THE HUMAN RESOURCE OFFICE (603-225-0811) TO SCHEDULE A TIME TO BE FINGERPRINTED.

To be executed prior to issuing letter of appointment under RSA 508:17.