

VOLUNTEER REGISTRATION

Edmonton Public Schools values the partnership of staff, students, parents and community in supporting teaching and learning. Volunteers provide much-needed support to our schools by working positively and cooperatively with the school team. Volunteer activities are managed onsite and in a way that best meets the needs and interests of the local school community.

School Year _____ School _____

Name _____

Address _____ Phone Number _____

Email Address _____ City/Postal Code _____

Are you the parent, legal guardian or other relative of a student registered at this school? If yes, please list the names and grades of the students. Use a second sheet of paper, if required.

Name _____ Grade _____

Name _____ Grade _____

Please indicate the areas in which you would be interested in providing volunteer support:

- | | | |
|---|--|---|
| <input type="checkbox"/> Clubs | <input type="checkbox"/> Field Trips (Not Overnight) | <input type="checkbox"/> Displays |
| <input type="checkbox"/> Coaching * | <input type="checkbox"/> Field Trips (Overnight) * | <input type="checkbox"/> Other (Please Specify) |
| <input type="checkbox"/> Sports (Not Coaching) | <input type="checkbox"/> Individual Students | |
| <input type="checkbox"/> Driver for School Events * | <input type="checkbox"/> School-wide Special Events | |
- _____

* Volunteer coaches, chaperones of overnight field trips and drivers for school-related activities are required to undergo a police records check.

By signing this form, I acknowledge the following conditions for volunteering:

- A volunteer must respect the privacy of students and staff. Any information about students or staff—personal or otherwise—learned through the course of volunteering is to remain confidential.
- A volunteer must hold any information collected, used, generated or stored by a school as strictly confidential.
- A volunteer must not disclose, communicate, publish, remove or destroy any documents unless specifically authorized to do so by a teacher, the principal or designate.
- A volunteer must respect that the principal and teaching staff are responsible for student learning and behaviour.

Signature _____ Date _____

Protection of Privacy – Personal information provided is collected in accordance with section 4(c) of the *Protection of Privacy Act* (POPA) and protected in accordance with section 10 and used and disclosed in accordance with sections 12 and 13 of the Act. It will be used for the purpose of maintaining a registry of volunteers. Information collected may be transmitted to and stored on servers outside of Edmonton Public Schools, Alberta and Canada and Edmonton Public Schools cannot guarantee protection against disclosures as a consequence of foreign laws. Edmonton Public Schools may use automated systems in processing this collection of personal information. Should you require further information about collection, use and disclosure of this collection of personal information, please contact your school principal.