

VOLUNTEER COMMITMENT FORM

Thank you for your willingness to serve at BTCS! Please complete the information below so we can coordinate your volunteer service and help maintain a safe environment for our students.

VOLUNTEER INFORMATION

First Name: _____

Last Name: _____

Address: _____

Phone Number: (____) _____

VOLUNTEER ASSIGNMENT & SCHEDULE

Position/Volunteer Role You Are Interested In:

Classroom/Grade You Will Help With:

Teacher You Will Help:

Typical Hours You Will Be in the Building: From _____ to _____

Days/Date(s) You Plan to Volunteer:

PHOTO PERMISSION

I give Burge Terrace Christian School permission to photograph me while I am volunteering and to use my photograph in school-related promotional materials, including the BTCS website, social media, newsletters, printed materials, and other school promotional sites or publications.

☐ YES, I give permission. ☐ NO, I do not give permission.

VOLUNTEER REQUIREMENTS

- ☐ I understand that I must present a valid photo ID to the school office each time I arrive to volunteer.
- ☐ I understand that I must receive a temporary BTCS volunteer badge from the office upon arrival.
- ☐ I agree to wear the temporary volunteer badge visibly and at all times while I am in the school building.
- ☐ I agree to return the temporary volunteer badge to the office when I leave the building.
- ☐ I understand that I am expected to follow all BTCS policies, safety procedures, and instructions from school administration and staff while volunteering (see attached policies).
- ☐ I understand that my volunteer assignment and schedule may be adjusted by the school as needed.
- ☐ I understand that I will fill this form out and turn it in to the school office when I check in to volunteer.

BTCS CHILD/VOLUNTEER RELATIONSHIP POLICY

- Refrain from using any swear words or inappropriate conversations on campus.
- Never be alone with a child.
- Keep any physical contact to side hugs or a shoulder/head pat.
- Never allow a child to sit on your lap.
- If a child asks you not to touch them, please comply immediately.
- Do not take any pictures of any child except your own. Some of our students have “no-photo permission” policies.
- Follow any rules the BTCS staff member requires for the class in which you are volunteering.
- Stay with a BTCS staff member at all times.

VOLUNTEER COMMITMENT

By signing below, I confirm that the information provided on this form is accurate. I understand and agree to follow the volunteer requirements listed above and to cooperate with BTCS staff in maintaining a safe and orderly environment for students.

Volunteer Signature:

Date:

OFFICE USE ONLY

Photo ID Verified By: _____ Date: _____

Volunteer Badge #: _____ Badge Returned: ☐ Yes ☐ No

Approved/Assigned By: _____ Date: _____