



2017-2018 VOLUNTEER SCREENING QUICK FACTS

CATEGORY A

- Visitor or guest for one-time event
 - No unsupervised exposure or contact with students
- Examples:**
- Read Across America guest reader
 - Principal for a Day participant
 - Guest/resource speaker or classroom presentation
 - Senior exhibition panel member
 - One-time volunteer for school/classroom event
 - Parents eating lunch with their child
 - Parents participating in parent involvement activity such as “Family Friday”
- Screening Requirements:**
- Sponsored or approved by site or district employee
 - Show ID to site
 - Sign in at site
 - Wear name badge on site

CATEGORY B

- Group exposure with direct staff supervision
 - Classroom exposure supervised by district staff
 - Open/public settings/classrooms where staff/adults can observe at all times
 - Always within unobstructed view
 - No solitary time with students
- Examples:**
- Classroom assistance, tutoring or reading
 - School police parent patrol volunteers
 - Field trip chaperones (drivers must also follow district procedures re: licensing and insurance coverage)
 - Non-classroom volunteers (office, PTA, SSC, Foundation)
- Screening Requirements:**
- Sponsored or approved by site or district employee
 - Show ID to site
 - Sign in at site
 - Wear name badge on site
 - Submit district school volunteer application
 - Megan’s Law Database check (done by site staff)
 - Obtain TB clearance

CATEGORY C

- Unsupervised time with students only while on district property with district personnel on site
 - Time with student(s) in areas outside of classroom where staff/adults can observe most times
 - Occasional short periods of solitary time with students and short duration of obstructed view
- Examples:**
- On-site tutoring outside of the classroom (i.e., OASIS tutoring program, Cal-SOAP)
- Screening Requirements:**
- Sponsored or approved by site or district employee
 - Show ID to site
 - Sign in at site
 - Wear name badge on site
 - Submit district school volunteer application
 - Category C Background Check (done by SDUSD Police Services)
 - Obtain TB clearance

CATEGORY D

- Unrestricted exposure/unsupervised interaction with students
 - Off-campus setting and unsupervised solitary time
- Examples:**
- Volunteer walk-on coaches
 - Senior high support personnel for athletics
 - Offsite tutoring/mentoring
 - Overnight chaperones
- Screening Requirements:**
- Sponsored or approved by site or district employee
 - Show ID when on site
 - Sign in when on site
 - Wear name badge when on site
 - Submit district school volunteer application
 - Category D Background Check – DOJ & FBI Fingerprint clearance; returning Category D volunteers submit Category C Background Request to keep clearance current – do not need to reprint)
 - Obtain TB clearance