Volunteer   FAQS

1. Do I need to use my legal name?

 Yes, please provide us with your legal name on the volunteer application.

2. Why do I need to have a background check if I am a parent of the District?

The District is responsible for the security and safety of the students. A background check is required for all volunteers that will have access to student records maintained by the District or an employee/agent of the District, have direct contact with students without continuous supervision by a certified staff employee, or are a chaperone on an overnight field trip.

3. When is fingerprinting and a background check required?
    Many of our volunteers do not have a child attending an SUSD school; however, they chose to volunteer to support the community. All non-parent volunteers that will have direct contact with students without continuous supervision by a certified staff employee will require both a fingerprint and background check.

4. Do I need to be fingerprinted if I am a parent volunteer?

    No, parents do not need to be fingerprinted.

5. How long does it take for a background check to clear?

    It typically takes 3 to 10 working days for a background check to clear.

6. What is the cost of the background check?

    The volunteer is required to pay the $45.00 fee for the background check. *The District/school will pay the fee if the District requires the volunteer to comply with District regulations.*

7. Where do I submit my application?

    Please submit your application to Principal's Administrative Support Coordinator at the applicable school. *Volunteering cannot begin until you have received notification from the Principal's Administrative Support Coordinator.*

8. Are sports volunteers required to be background checked?

Non- parents are required to complete a background check. However, parents and

non-parents volunteering with sports must remain in sight of a certified staff.