

**Fond du Lac School District**  
72 West Ninth Street      Fond du Lac, WI 54935-4972      920-929-2900(P)      920-906-6563(F)

### Volunteer Application Form

The responsibility the Fond du Lac School District has to its school children, program participants and community necessitates the following information from all applicants regarding arrest and conviction records. A record of arrest or conviction does not automatically prohibit volunteer service. The information on this form will be kept confidential. It is the policy of the Fond du Lac School District to require all volunteers and Fond du Lac prospective volunteers to complete this Disclosure Statement. Subsequently, the School District may complete a background check through the Wisconsin Department of Justice.

PLEASE PRINT CLEARLY

NAME: \_\_\_\_\_ SOC. SEC. #: \_\_\_\_\_  
Last First Middle

\*List all names you have ever had or have used \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
Street City State Zip

NUMBER OF YEARS AT THIS ADDRESS: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_/\_\_\_\_/\_\_\_\_ GENDER \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

- Yes  No Have you held a Wisconsin Driver's License?
  - Yes  No Do you have students in the Fond du Lac School District? If so, where? \_\_\_\_\_
  - Yes  No Have you ever been convicted of, or do you have any charges pending or under investigation, for felonies or misdemeanors? IF YES, please fill in the information below and include date, location, nature and circumstances of offense. \_\_\_\_\_
  - Yes  No I have completed the Fond du Lac School District Volunteer Application within the **past year**:
1. I have **NOT** been either arrested or have charges pending/under investigation for any felonies or misdemeanors since the time of my last application.

2. I **HAVE** been either arrested or have charges pending/under investigation a felony or misdemeanor in the past year. Please explain: \_\_\_\_\_

Select either  
# 1 **OR** # 2

I authorize the Fond du Lac School District and the Fond du Lac Police Department to review my personal background. I consent to having Fond du Lac School District conduct a full and complete criminal background check. I understand that any misrepresentation on this statement may result in immediate disqualification for any volunteer service within the Fond du Lac School District. I understand that the Fond du Lac School District will verify the information I have provided above. I understand that the District reserves the right to deny my application to serve as a volunteer. I hereby release the District, its board and its agents, as well as all providers of information, from any liability related to furnishing and receiving information related to arrests and convictions.

\_\_\_\_\_  
SIGNATURE DATE

*Please return this form to your student's school, or to the Fond du Lac School District, Marian Sheridan, Coordinator of School Health & Safety Programs  
72 West Ninth Street, Fond du Lac, WI 54935.*

**DISTRICT OFFICE USE:**

Background Check Ordered: \_\_\_\_\_ Received: \_\_\_\_\_

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Referred To: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Notified Via: \_\_\_\_\_ Date: \_\_\_\_\_



## Fond du Lac School District

### **VOLUNTEER CONFIDENTIALITY POLICY**

Confidentiality is strong consideration in volunteering with the Fond du Lac School District. Confidentiality is also a major consideration when individual buildings and classrooms are in need of volunteers.

Communication of personal and educational information regarding students, parents, staff or associate must be regarded as confidential. Student's academic and medical records, telephone contacts and information about students, families, employees of the district acquired through volunteering must NEVER be communicated beyond the scope of professional and paraprofessional personnel who require such information to work with the student. Questions regarding the practice, policies, types of cases and/or internal problems should be directed to the administrator.

This policy concerning confidentiality shall emphasize that any infringement will be considered a gross violation of rules and may lead to immediate discontinuing of volunteer relationship with the Fond du Lac School District.

*I have read and understand the above.*

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SIGNATURE

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DATE