



# Visiting and Volunteering with Clay County District Schools

# Coming into Schools



- Attending a school day function, such as awards or a performance
- Eating lunch with your child



- Completing tasks for teachers or staff, on or off campus
- Helping with picture day
- Monitoring the cafeteria
- Helping with a class party
- Attending a PFA/PTO/SAC meeting
- Chaperoning a whole group field trip
- Level 1 Volunteers are ALWAYS in the presence of a CCDS employee



- Chaperoning a field trip with small groups separate from CCDS employee
- Chaperoning an overnight field trip
- Driving students in a vehicle without a CCDS employee
- Serving as a volunteer coach

# Visiting CCDS Schools



## During School Day

1. Bring ID to event
2. Sign in at front desk
3. Wear printed temporary badge
4. Stay in designated areas
5. Check out as directed and return badge



# Volunteering in CCDS



1. Register in Raptor
2. Sign in at front desk
3. Wear printed temporary badge
4. Stay in sight of a CCDS employee
5. Check out at front office and return printed badge



# Volunteering in CCDS



1. Register in Raptor
2. Complete Level 2 Form
3. Get fingerprinted
4. Pick up permanent badge at school
5. Wear badge when volunteering
6. Check in and out at the front office or with designated employee



# Register as a Volunteer Online



<https://myoneclay.net/volunteer>

## Volunteer Registration

Volunteer Registration (English)

Registro de Voluntarios (Español)

Family and Community Engagement



# Level 2 Volunteers



## Fingerprinting

- \$83.75
- Valid for 5 years
- Valid at ALL CCDS events and locations
- Employees, Kelly Subs, and Active Vendors have existing fingerprints on file, and do NOT need to refingerprint.

**Live criminal offense reports for 5 years**

**-VS-**

**One time check**



# CCDS Volunteering Policy

## HR 2.02 B.2.e and f

e. Volunteers who may be in close, unsupervised contact with students must have a fingerprint/background check. The cost for such a check shall be borne by the individual or the agency with which the volunteer works.

f. Fingerprint/Background checks shall be secured from the Florida Department of Law Enforcement (FDLE) and/or other appropriate law enforcement agencies on any prospective volunteer. All prospective volunteers shall have their name checked against the FDLE internet sexual predator/sexual offender list.





# Volunteering in Clay TO DATE

Registered Volunteers in Raptor

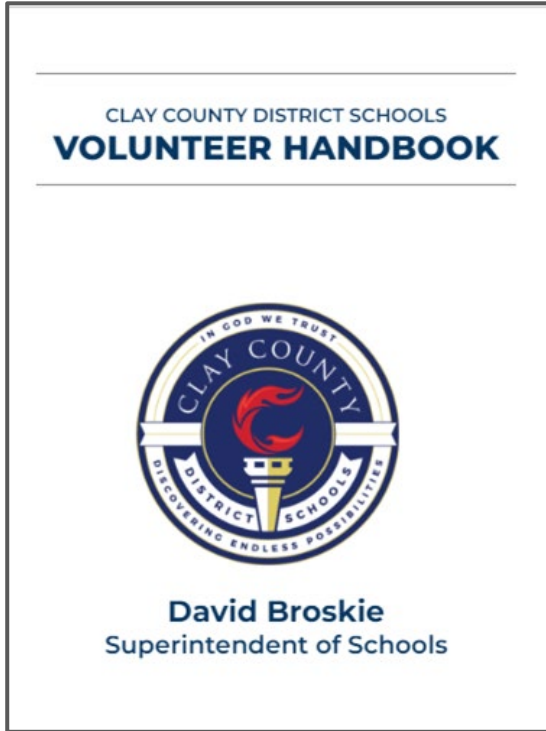
3665

Level 2 Volunteers

612



# Volunteering in Clay



<https://myoneclay.net/volunteer>