

**SCHOOL DISTRICT OF WEST ALLIS WEST MILWAUKEE
DEPARTMENT OF RECREATION AND COMMUNITY SERVICES
REGISTERED VOLUNTEER APPLICATION FORM**



**1205 SOUTH 70TH STREET
WEST ALLIS, WI 53214**

**PHONE: 414-604-4900
FAX: 414-256-6311**

Thank you for your application to serve as a volunteer with the Recreation and Community Services Department of the School District of West Allis - West Milwaukee. Volunteers play an essential role in the development and mentoring of youth through their support in youth athletics, after school programs, etc.

Confidentiality and student safety are paramount within our district for staff and volunteers. As a registered volunteer, you are required to be aware of and agree to the required expectations and responsibilities of confidentiality and safety.

All Registered Volunteers are expected to comply with the following:

Confidentiality

- Maintain strict confidence about students and staff. This includes any information regarding health or behavioral issues, academic performance and school records in any form. Please note that per school board policy volunteers should not have access to any individual student's record.
- Refrain from discussing department practices, individual students and personnel, or personal opinions regarding all children, adults and situations while volunteering unless there is a legitimate interest to protect the safety interests of individuals in the school. If you have a specific concern, discuss it with the program manager.

Safety

- Stop adults in the building who are not with the program and ask them to return to the entrance area to check in with a staff member. Notify department personnel if the person does not comply.
- Make arrangements for personal child care needs while you volunteer.

Coaches Code of Conduct

- Read, sign and adhere to the Coaches Code of Conduct

Please note that any infraction of these expectations may result in removal of volunteer privileges.

- Yes, I have read the above guidelines and agree to follow the confidentiality, safety and code of conduct expectations and responsibilities as a registered volunteer within the West Allis - West Milwaukee School District. I understand that failure to follow the guidelines may result in removal of my volunteer privileges.

Print Name	Date
Signature	Phone #
Program and Team name:	