



Volunteer Process



www.scsface.org

Become a New Volunteer

Go to www.scsface.org



Click on the Volunteer Tab at the top of the main page



Click on Level 3 Unmonitored Volunteers Box



Complete the steps



Get Fingerprinted at the Board of Education



Expect a phone call or email within 7-10 business days.

Become a Returning Volunteer

Go to www.scsface.org



Click on the Volunteer Tab at the top of the main page



Click on Level 3 Unmonitored Volunteers Box



Scroll down to Level 3 Renewal



Complete the steps



Expect a phone call or email within 5-7 business days.



https://volunteerinfo.scsk12.org

Please enter your username and password

[Log In](#)

User Name:

Password:

Login



Volunteer Registration System
School Year: 2017 - 2018
Welcome: Ubaldo , Yesenia - School

[Exit](#)

Application Search

Volunteer Search

[Manual](#)

Application Search:

Loc: Status: Volunteer_Level: Backgrd_Level:
 SSN: First_Name: Last_Name: Rpt_Id: Date_Received_From: Date_Received_End:
 App:

(Click Column header for sorting)

ID	First Name	Last Name	Date Received	App Status	App Status Date	Volunteer Level	Loc Code	Location	Backgrd Level	Other Location
91379	Hannah	Kirkland	05/30/2018	Approved	06/01/2018	Level 3	2025	Avon Lenox School	Fingerprint Check	
91378	Candace	Davenport	05/30/2018	Pending		Level 3	2780	White Station High School		
91377	Rachon	Johnson	05/25/2018	Pending		Level 3	2670	Sherwood Middle School		
91376	Maurice	Ballentine	05/22/2018	Approved	05/30/2018	Level 3	1001	Various	Fingerprint Check	
91375	RONNIE	BOWEN JR.	05/21/2018	Approved	05/29/2018	Level 3	2625	Riverview Middle School	Already Approved	
91374	Jacqueline	Hudson	05/21/2018	Approved	05/31/2018	Level 2	2100	Cherokee Elementary	Full	
91373	Gerald	Jenkins	05/21/2018	Approved	06/01/2018	Level 2	2100	Cherokee Elementary	Full	
91372	JENNIFER	HARPER	05/21/2018	Approved	05/31/2018	Level 2	2600	Richland Elementary	Full	
91371	Ashley	Bell	05/21/2018	Approved	05/31/2018	Level 2	2600	Richland Elementary	Full	
91370	Terran	Alexander	05/18/2018	Approved	05/31/2018	Level 2	2100	Cherokee Elementary	Full	

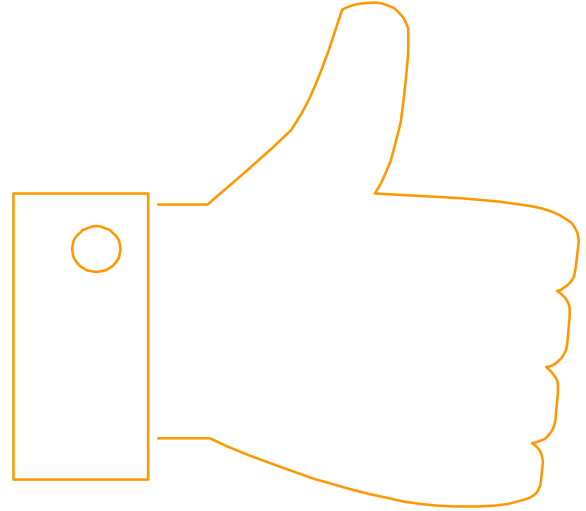
1 2 3 4 5 6 7 8 9 10 ...

Background Check Results

- **Approved**
- **Denied**
- **Declined**
- **Pending**
- **Special Approved**
- **Under Review**



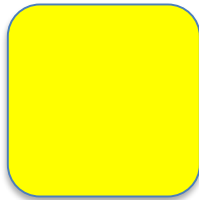
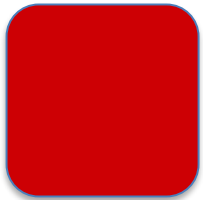
Test your knowledge





SCS Volunteer

Badges: 18-19 Yellow



ID Badge for Volunteers

Only approved volunteers receive ID badges.

Office of FACE provides two ID badges per sport

Additional ID badges can be provided for \$10 (cash)

ID badges should be updated every school year

ID Badge for Volunteers

How do
volunteer
coaches receive
ID badges?



Contact Info

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SCS Policies Related to Volunteers

- ◉ School Volunteers (7010)
- ◉ Background Checks (4053)
- ◉ Visitors to the Schools (7011)
- ◉ Confidential Student Information (6003)
- ◉ Child Abuse and Neglect and Child Sexual Abuse (6017)
- ◉ Field Trips and Excursions (6004)
- ◉ Registered Sex Offenders (6059)

SCS Policies Related to Volunteers

• **School Volunteers (7010)**

- Volunteering is a privilege, not a right.
- Volunteers serve at the discretion of the principal.
- Volunteers must submit to criminal background checks.
- The principal has the right to restrict the types of communications between volunteers and students.

SCS Policies Related to Volunteers

• **Background Checks (4053)**

- Volunteers must disclose prior charges and convictions.
- The district may conduct additional screenings if warranted.
- Information obtained by a background check is kept confidential by the district.

SCS Policies Related to Volunteers

◉ Confidential Student Information (6003)

- “I agree to access confidential student information only with permission from school or district personnel and only if I have a **legitimate educational interest**.”
- “I will not share or release any confidential student information to any other persons, other than school officials who have a **legitimate education interest** in the record.”

SCS Policies Related to Volunteers

◉ **Field Trips and Excursions (6004)**

- Volunteers serving as field trip chaperones must abide by policy 4053 and serve under the rules of the principal.
- Use of private vehicles is prohibited.

◉ **Registered Sex Offenders (6059)**

- Registered sex offenders may not serve as volunteers.



Q&A

