

BEAS Academy Volunteer Form

Application Date _____
Volunteer Position Sought _____
Name _____
Home Address _____
Work Phone _____ Home Phone _____

EDUCATION

Highest Level of Education _____

EMPLOYMENT

Current Employer, if applicable:
Position/Title _____
Dates of Employment (starting, ending) _____
Company/Employer _____
Address _____
Would you like us to keep your employer abreast of your volunteer service and achievement? No Yes

SKILLS & EXPERIENCE

Special training, skills, hobbies _____
Groups, clubs, organizational memberships _____
Please describe your prior volunteer experience (include organization names and dates of service)

What experiences have you had that may prepare you to work as a volunteer in the field of [description of field, e.g., domestic violence, child abuse prevention, youth recreation, etc.]?

Why do you want to volunteer? [Or, what do you want to gain from this volunteer experience?]

Have you ever been convicted of a crime? [If yes, please explain the nature of the crime and the date of the conviction and disposition.] Conviction of a crime is not an automatic disqualification for volunteer work.

Do you have a driver's license? No Yes
 Do you have car insurance? No Yes
 Do you have a car available for transporting others? No Yes

REFERENCES

Please list three people who know you well and can attest to your character, skills, and dependability. Include your current or last employer.

Name/Organization	Relationship to you	Length of relationship	Phone number

Please read the following carefully before signing this application:

I understand that this is an application for and not a commitment or promise of volunteer opportunity. I certify that I have and will provide information throughout the selection process, including on this application for a volunteer position and in interviews with BEAS Academy that is true, correct and complete to the best of my knowledge. I certify that I have and will answer all questions to the best of my ability and that I have not and will not withhold any information that would unfavorably affect my application for a volunteer position. I understand that information contained on my application will be verified by BEAS Academy. I understand that misrepresentations or omissions may be cause for my immediate rejection as an applicant for a volunteer position with BEAS Academy or my termination as a volunteer.

Signature _____ Date _____

Chaperone Agreement

Chaperones will be defined as any adult placed in a supervisory role by the field trip leader.

A chaperone must:

- Be a parent or guardian, OR someone else designated who must be 21 years or older
- Be qualified by the trip leader as a reasonable supervisor
- If driving students, have appropriate proof of insurance and valid driver's license
- Must have a valid criminal background check; forms available on site
- Be firm, yet fair, if necessary when dealing with students on the trip

Chaperones attending any BEAS Academy field trip and will be acting as ambassadors for BEAS Academy. Therefore, appropriate and professional behavior is expected at all times. For the duration of the trip and at no time shall any participant cause a situation of embarrassment, safety or endangerment. It is in the best interest of all of our students that each chaperone must agree to the following guidelines before attending a field trip.

___ No alcoholic beverages or illegal drugs shall be consumed by any trip participant at any time during the trip.

___ Tobacco is not permitted by any trip participant for the duration of the trip.

___ No use of foul language will be tolerated by any trip participant.

___ Only age-appropriate topics of discussions shall occur around students during the trip.

___ Appropriate attire is required as an example to the students for field trip events.

___ Chaperones must adhere to and will not deviate from the scheduled itinerary.

___ Chaperones may bring other children, or other family members on the field trip as long as they won't distract from chaperone duties.

Violations of the above standards could result in the forfeiture of volunteer and/or chaperone privileges for future BEAS Academy related events

All Chaperones placed in a supervisory duty shall:

- Get a list of phone numbers of other chaperones attending the field trip.
- Not lend money to students to purchase items.
- Refrain from taking pictures/video of other children without parent consent.
- Refrain from posting pictures/videos of other children to the Internet without parent consent.

I agree to accept the responsibility of chaperone and, in doing so, agree to abide by all the above terms and meet all requirements as specified by BEAS Academy.

Print Name: _____

Signature: _____ Date: _____

PHOTOGRAPH POLICY AND PARENTAL PERMISSION FORM

Individual pupils will never be named in conjunction with their image and we will never use an image of a child who is subject to a court order.

Introduction

BEAS Academy believes that the responsible use of children's images can make a valuable contribution to the life and morale of our program. The use of photographs in school publicity materials can increase pupil motivation and help parents and the local community identify and celebrate the school's achievements.

We only use images that the Director and Executive Director consider suitable and which appropriately represent the range of activities the program provides and the values it adheres to. No images will be used which could be considered to put any child at increased risk.

Through this policy we aim to respect children and parents' rights of privacy and minimize the risks to which children can be exposed via misuse of images. The policy takes account of both data protection and child protection issues.

Website

We will adopt the same principles when publishing images on the Internet as we would for any other kind of publication or publicity material. However, we recognize that there is a greater risk of misuse of images via the Internet. We will therefore consider the suitability of images for use on BEAS Academy website.

- Children who are subject to court orders or in social services care will not be included in published photographs
- Children will only be photographed in appropriate clothing (photos of swimming etc., will not be used)
- Most images will show children in groups rather than individually

External Photographers and Events

If BEAS Academy invites or permits an external photographer to take photographs we will:

- Provide a clear brief for the photographer about what is considered appropriate in terms of content and behavior.
- Issue the photographer with identification which must be worn at all times.
- Let children and parents know that a photographer will attend an event and ensure they have signed the consent form as part of the BEAS Academy entry procedure.
- Not allow unsupervised access to children or one-to-one photo sessions at events.

The same conditions apply to filming or video-recording of events.

PHOTOGRAPH POLICY AND PARENTAL PERMISSION FORM

CHILD'S NAME:

This permission document will cover all of your child's time at BEAS Academy afterschool program.

If you wish to amend your permission in the future please inform BEAS Academy in writing.

I have read the School Photograph Policy

I give permission for my child to be individually photographed or videoed at school and for these images to be used on school displays, on the school website and on school promotional documents in line with the school photograph policy.

Signed Parent/Guardian: _____

Date: _____

First adult(s) to see or hear the accident:

_____ Who else was present
at the time of the accident? _____

First Aid given? Yes No If so, by whom? _____

What first aid measures were given? Rest Ice Bandage Other (describe below)

Was there blood exposure? Yes No If so, by whom? Staff

Student Name(s): _____

Did the child remain at site? Yes No If not,

where taken: _____ By whom? _____ Were parents notified? Yes
 No If so, by whom? _____ How? _____

Follow-up notes:

Report completed by: _____ Date of report: _____

Reviewed by: _____