



# VOLUNTEER PROGRAM FAQ'S

A **volunteer** is defined as anyone who provides service to the school district without receiving compensation. Volunteers are categorized by Level 1 or Level 2.

- **Why does WFBSD have a new volunteer procedure?** We strive for a safe environment for our staff and students. As a result, all persons who interact with students are required to undergo a review process. Once you are an approved volunteer you will receive a digital card to be used at check-in.
- **What is a Level 1 Volunteer?** Persons who assist with in-school activities, on school property, during normal school hours. Volunteers are under the supervision of a WFBSD employee.
- **What is a Level 2 Volunteer?** Persons who assist with activities that occur off/on school property and may be outside of normal school hours. Level 2 Volunteers may be unsupervised with WFB students. E.g. Field trips, unpaid coach or unpaid advisor for a school sponsored club.
- **How often do I need to apply?** The District requires a biennial (once every two academic years) application to maintain active volunteer status. The expiration date will be printed on your digital volunteer card.
- **How do I apply?** Please use the Volunteer Application QR code to get started!
- **What if I want to volunteer but I don't have a specific job?** Please reach out the school directly.
- **I have students in different buildings do I have to apply twice?** No, once you are approved you can volunteer at any building in the District as long as it is indicated on the Volunteer Application.
- **What happens after I submit my Volunteer Application?** You will receive an email with additional online forms/training that will need to be completed in a timely manner.
- **How long does the process take?** Please allow up to seven days for processing. This also depends on the amount of time it takes a volunteer to complete all the steps.
- **What is the difference between a volunteer and a visitor?** A volunteer is persons coming into the school frequently to provide a service. A visitor is someone who acts in the capacity of a parent/guardian and may visit the school infrequently (less than two times a semester) for meetings or one-time events. Events may include, class parties, guest speakers, or fun lunch.
- **Do paid staff need to register?** Yes, please fill out an application.

