



VOLUNTEER SCREENING QUICK FACTS

CATEGORY A

- Visitor or guest for one-time event
- No unsupervised exposure or contact with students

Examples:

- Read Across America guest reader
- Principal for a Day participant
- Guest/resource speaker or classroom presentation
- Senior exhibition panel member
- One-time volunteer for school/classroom event
- Parents eating lunch with their child
- Parents participating in parent involvement activity such as "Family Friday"

Screening Requirements:

- Sponsored or approved by site or District employee
- Show ID to site
- Sign in at site
- Wear name badge on site

CATEGORY B

- Group exposure with direct staff supervision
- Classroom exposure supervised by District staff
- Open/public settings/classrooms where staff/adults can observe at all times
- Always within unobstructed view
- No solitary time with students

Examples:

- Classroom assistance, tutoring or reading
- School police parent patrol volunteers
- Field trip chaperones
- Non-classroom volunteers (office, PTA, SSC, Foundation)

Screening Requirements:

- Sponsored or approved by site or District employee
- Show ID to site
- Sign in at site
- Wear name badge on site
- Submit District school volunteer application
- Megan's Law Database check (done by site staff)
- Obtain TB clearance

CATEGORY C

- Unsupervised time with students only while on District property with District personnel on site
- Time with student(s) in areas outside of classroom where staff/adults can observe most times
- Occasional short periods of solitary time with students and short duration of obstructed view

Examples:

- On-site tutoring outside of the classroom (i.e., OASIS tutoring program, Cal-SOAP)

Screening Requirements:

- Sponsored or approved by site or District employee
- Show ID to site
- Sign in at site
- Wear name badge on site
- Submit District school volunteer application
- Category C Background Check (done by SDUSD Police Services, LiveScan Unit)
- Obtain TB clearance

CATEGORY D

- Unrestricted exposure/unsupervised interaction with students
- Off-campus setting and unsupervised solitary time

Examples:

- Volunteer walk-on coaches
- Senior high support personnel for athletics
- Offsite tutoring/mentoring
- Overnight chaperones/ Daytime drivers driving students

Screening Requirements:

- Sponsored or approved by site or District employee
- Show ID when on site
- Sign in when on site
- Wear name badge when on site
- Submit District school volunteer application
- Category D Background Check – DOJ & FBI Fingerprint and DMV clearance; returning Category D volunteers submit Category C Background Request to keep clearance current – do not need to reprint)
- Obtain TB clearance