Volunteer Agreement/Information Packet

Thank you for taking time to volunteer at our school! Volunteers make an important contribution to our program at Providence Christian School. In order to have a successful volunteer program, it is important to follow certain guidelines.

Anyone who desires to volunteer on campus regularly, be involved in the classroom, or drive children other than their own for Field Trips, **MUST** have a background check, and there are several forms, including our Statement of Faith, Lifestyle Statement, and Morality Statement, that need to be signed and turned in before a parent will be allowed to volunteer. Parents are responsible for the fee associated with the background check. Prospective volunteers must be approved in advance and have the **background check on file before volunteering**. The background check does **not** need to be done **annually**, but rather, **just one time**.

If you would like to participate in birthday parties, have lunch with your student, or observe in the classroom from time to time, a background check will **not** be required.

To drive children other than your own on field trips, in addition to the background check and signing the required forms, you must also provide us with a copy of your DMV driving record (which can be printed out from here: http://www.dmv.ca.gov/portal/dmv/detail/online/dr/welcome), your driver's license, and your auto insurance card before the day of the field trip. **These are required annually**.

Volunteers should be Christians who are caring, dependable, and effective with children, and they must be willing to work cooperatively with a teacher and under a teacher's supervision. **At no time is the teacher to leave the students alone with volunteers**. Teachers will provide these volunteers with clear information regarding the classroom management program, curriculum, and his/her teaching style. Teachers may need to schedule some uninterrupted time to plan with you. Teachers and volunteers will need to work closely together and be attuned to each other's needs. NOTE: No payment or other financial benefits will be given for their services.

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Before serving:

- All Parents, Guardians, or Parent-Approved Grandparent Volunteers must have filled out the volunteer packet with the required forms, including but not limited to, the PCS Statement of Faith, Lifestyle Statement and Morality Statement, and have a background check on file with us.
- All volunteers are asked to dress modestly and maintain a neat appearance.
- All volunteers must check in at the office, receive a Volunteer Badge, and return the badge when checking out at the end of the day.

When Serving: *All volunteers are placed under the direction and supervision of the teacher and may perform the following tasks:*

- Construct learning materials, games, or reinforcement activities
- Drill the students in math, phonics, or other subjects, as modeled by the teacher
- Read to the students
- Prepare materials for teachers

Our volunteers are wonderful helpers and assistants to our teachers. Volunteers will never be asked to supervise or discipline students. ***Please refer all student discipline matters to the teacher.***

PROVIDENCE
CHRISTIAN SCHOOL

Volunteer Agreement/Confidentiality Statement

- Our school is a vital part of the community. Respecting one's privacy and confidentiality is **very** important. We seek to foster a nurturing and safe environment for our students, families and staff. Please refer to the Student Handbook regarding conflict resolution and interpersonal communications. We encourage our volunteers to seek wisdom and Biblical discernment regarding their unique roles within our classrooms.
  - Please remember to focus on the children and save adult conversations for outside classroom time.
  - Nothing that happens to students or regarding/concerning students will be repeated to anyone other than the classroom teacher and/or Principal. No observations made regarding individual students shall be shared with school aides, office personnel, faculty, parents or other students.
  - Parent volunteers are reminded that discussing students or classroom scenarios at home in the presence of minors can create unintended repeating of conversations among students. Please refrain from discussing specific individuals or classroom behaviors at home. Please do not share information about a student even with a member of your own family or his/her own family.
  - If a concern regarding a student's educational growth, physical or emotional safety, or general well-being arises, volunteers will promptly speak directly with the classroom teacher or Principal.
  - Parent volunteers are in a unique position to witness, hear and observe students. Even individuals who are genuinely concerned with a child's welfare such as a social worker, clergy, physician, or relative should be referred to the appropriate teacher or Principal for information.
  - "Gossip" will not be tolerated at PCS. Romans 14:19 "Let us therefore make every effort to do what leads to peace and to mutual edification".

Volunteer Liability and Indemnification

- A volunteer shall, at all times, indemnify and hold harmless Providence Christian School and its officers, agents and employees from any and all claims, damages and expenses arising out of injuries to persons or damage to property which resulted from any omissions or negligent acts of the volunteer.

I understand the expectations outlined above; including the requirements of a Livescan background check, and confidentiality, and I agree to abide by the guidelines set forth.

_____ _____

Signature Date

_____

Printed Name

****Please turn this into the office once reviewed and signed****

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Providence Christian School Lifestyle Statement

Providence Christian School is a religious, non-profit organization representing Jesus Christ throughout the evangelical community worldwide.

Providence Christian School requires its volunteers to be born-again Christians, living their lives as Christian role models (Rom. 10:9-10; 1 Tim. 4:12; Luke 6:40), including but not limited to, your online and social media presence. Volunteers will conduct themselves in a way that will not raise questions regarding their Christian testimonies. A Christian lifestyle should reflect the Biblical perspective of integrity and appropriate personal and family relationships, conduct and moral behavior. A volunteer is expected to demonstrate a teachable spirit, an ability to share love for others, a willingness to live contentedly under authority, and a commitment to follow the Matthew 18 principal when an issue arises with a fellow volunteer, an employee, or the administration.

The Providence Christian School Statement of Faith expects volunteers to maintain a lifestyle based on Biblical standards of moral conduct, including, but not limited to, your online and social media presence. Moral misconduct, which violates the bona fide occupational qualification for volunteers to be Christian role models, including, but not limited to, promiscuity, homosexual behavior and/or sexual orientation, bisexuality, polygamy, transgender identity, or any other violation of the unique roles of male and female (Ex. 20:14; Lev. 18:7-23; 20:10-21; Deut. 5:18; Matt. 5:27-28; 15:19; Rom. 1:21-27; 1 Cor. 6:9-20).

Providence Christian School believes that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive covenant union, as delineated in scripture (Gen. 2:18-25), and that God intends sexual intimacy to occur only between a man and a woman who are married to each other and that God has commanded that no intimate sexual activity is engaged in outside of marriage between a man and a woman (Gen. 1:27-28; 2:21-24; Matt. 19:4-9; Mark 10:5-9; Eph. 5:22-33).

That to preserve Providence Christian School's function and integrity, its volunteers must be born-again Christians, living their lives as Christian role models (Rom. 10:9-10; 1 Tim. 4:12), maintaining a lifestyle based on Biblical standards of conduct, including, but not limited to, your online and social media presence. Failure to do so may result in a reprimand or, in some cases, loss of volunteer privileges. It is the goal of Providence Christian School that each volunteer will have a lifestyle where "…He might have the pre-eminence." Col. 1:18.

I wholeheartedly agree to the Providence Christian School Lifestyle Statement, and my signature indicates that I will meet these requirements.

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Volunteer's Signature Date

****Please turn this into the office once reviewed and signed****

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PROVIDENCE
CHRISTIAN SCHOOL

Declaration of Moral Integrity

Our school expects all of its employees and its volunteers with access to children to model the same Christian values and lifestyle that it seeks to inculcate to its students. As an applicant for a ministry position as an employee, or as a volunteer at this school, I recognize, understand, and agree to live by the Christian moral standards of the school.

I declare that during the past year I have not engaged in, at the current time I am not engaging in, and promise that I will not during the term of my employment or volunteering, engage in inappropriate sexual conduct. Inappropriate conduct includes, but is not limited to, such behaviors as the following: heterosexual activity outside of marriage (e.g., premarital sex, cohabitation, extramarital sex), homosexual or lesbian sexual activity, transgender and/or gender identity, sexual harassment, use or viewing of pornographic material or websites, or sexual abuse or improprieties towards minors as defined by Scripture and federal or state law.

I declare that the above statement is factual and true. My signature below indicates that I meet the moral integrity standards and Christian role model lifestyle requirements of this Christian school.

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Employee / Volunteer's Signature Date

"Honor marriage, and guard the sacredness of sexual intimacy between wife and husband. God draws a firm line against casual and illicit sex." Hebrews 13:4 (The Message)

"A pupil is not superior to his teacher, but everyone [when he is] completely trained – readjusted, restored, set to rights, and perfected – will be like his teacher." Luke 6:40 (The Amplified Bible

****Please turn this into the office once reviewed and signed****

Providence Christian School

Statement of Faith

The following Statement of Faith is the official belief and policy of the school.

1. We believe the Bible to be the verbally inspired, only infallible Word of God and the supreme and final authority in all matters of faith and conduct. 2 Tim. 3:15-17; Ps. 19:7,8; 2 Pet. 1:3, 19-21; Matt. 12:1-12.

2. We believe there is one God, eternally existent in three persons: Father, Son, and Holy Spirit. John 1:1-3, 14, 18, John 10:30, 14:9-11, 16, 26, 17:1-3.

3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His vicarious and atoning death through His shed blood, in His miracles, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory. Luke 1:34,35; Gal. 4:4a; Heb. 4:15; 1 Pet. 21:22; John 1:1, 14, 10:30; Col. 1:19; 1 Tim. 2:5; Phil. 2:7,8.

4. We believe that for the salvation of lost and sinful man, regeneration by the Holy Spirit is absolutely necessary. We believe salvation is attained by grace alone, through faith alone, in Christ alone, apart from human works or merit. Rom. 8:1-14; John 1:12,13; Titus 3:4-7.

5. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life. Tit. 3:4-7; John 1:12,13; 2 Cor. 5:17; Eph. 4:22-24.

6. We believe in the resurrection of both the saved and the lost: they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation. Matt. 13:41-50; 25:41-45; Luke 16:23-28; 2 Thess. 1:9; Rev. 20.

7. We believe that heaven and hell are definite places. Matt. 5:10-45; Matt. 18:9; Matt. 23:33.

8. We believe in the spiritual unity of believers in our Lord Jesus Christ. Eph. 4:3.

9. We believe that marriage has been ordained by God. (Gen. 2:18-25) Providence Christian School recognizes marriage as exclusively the legal union of one man and one woman in which such union is a lifetime commitment. Matt. 19:3-9; Heb. 13:4.

10. We believe that, regarding human sexuality, legitimate sexual relations are exercised solely within marriage. Hence sexual activities such as, but not limited to, adultery, fornication, incest, homosexuality, pedophilia and bestiality are inconsistent with the teachings of the Bible. Further, lascivious behavior, the creation and/or distribution and/or viewing of pornography, and efforts to alter one's gender are incompatible with the biblical witness. Rom. 1:26, 27; Lev. 18:22; 2 Pet. 2:4-10; Jude 6-7; 1 Cor. 6:9,10.

We whole-heartedly agree with the above Statement of Faith

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Volunteer's Signature Date

****Please turn this into the office once reviewed and signed****

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Live Scan Fingerprint Service for Volunteers

Please complete the applicant information section of the Live Scan form. **All Live Scan fees are to be paid by the volunteer; this is not covered by the school.** You may schedule your Live Scan (fingerprinting) at any location, but here are a few suggestions:

El Dorado County Sheriff's Department
300 Fair Lane
Placerville, CA 95667
530.621.5702
Monday – Friday: Appointment Only

Gold Country Live Scan
6101 Enterprise Drive Suite E
Diamond Springs, CA 95619
530.622.6500
T, W, Th 11:00 AM – 3:00 PM
Walk-Ins or Appointment

Placerville Police Department
730 Main Street
Placerville, CA 95667
530.642.5210.

The UPS Store
2795 E. Bidwell Street Suite 100
Folsom, CA 95630
916.817.2233

The UPS Store
3450 Palmer Drive. Ste 4
Cameron Park, CA 95682
530.677.9277

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***** Please bring the PCS Live Scan request form with you to your appointment*****