

Bright Light Tutoring and Enrichment Volunteer Application

Name		Birthdate		Age
Local Mailing Address			Occupation/Major /Degree Program	
Local Home Phone		Mobile Phone		email
Local Emergency Contact			Emerg. contact phone	
Do you have training in : (circle all that apply)	first aid	cpr	spanish	
Other:				
Please share your previous experience working with Children				
Please share your previous volunteer experience				
I am available to volunteer				
	Tutor (both days)		Tu and Th 4-5pm	
	Tutor (both days 3.30-5pm)		Tu and Th 3.30-5pm	
	Tutor one day		Tuesday 4-5pm	
	Tutor one day		Thursday 4-5pm	
	Enrichment (usually musical)		Tuesday from 3:15 - 4pm	
	Enrichment (various)		Thursday from 3:15 - 4pm	
	Walking kids from school to church (1.5 blks)		Tuesday 2:50-3:30 (aprx)	
Local Reference (not a relative)				
Name			phone	
Relationship			email	
Other Reference (anywhere, not a close relative)				
Name			phone	
Relationship			email	

Please read and initial each box that follows. Volunteers ages 13 -18 need a parent to co-sign.	
	I understand that in order to be a Bright Light volunteer I must attend at a training session.
	I understand that Bright Light leadership or the personnel of St. Paul's Episcopal Church may authorize a criminal background check.
	I understand and agree to follow the policies and procedures (below) of Bright Light to ensure the safety and well being of all volunteers and children.
	I understand that as a volunteer I will arrive early or on time, and stay for my entire duty. If I cannot, I will contact the leadership as soon as possible.
	I understand that I am committed to these volunteer duties for (Circle one) 06-07 school year fall semester of 2006 spring semester 2006 and will notify the leadership ASAP if my schedule changes.
date	signature of volunteer
(date)	(signature of parent/guardian if under 18y)

Volunteer Conduct Policy

Volunteers will:

- ❖ offer educational, enrichment and nutritional support and encouragement;
- ❖ use language and topics of conversation appropriate to the situation;
- ❖ treat all parents/guardians, students, volunteers and teachers with courtesy and respect and sensitivity;
- ❖ ensure that parent/guardian, teacher, student and volunteer relationships are maintained on a professional basis and in a transparent manner;
- ❖ develop and maintain a safe environment for all students they are tutoring or supervising;
- ❖ report suspected abuse of children or inappropriate behavior of children to the leadership so that appropriate action may be taken.

Volunteers will not:

- ❖ use inappropriate physical contact with a student;
- ❖ put themselves in, or allow themselves to be put in, situations where they might be alone with a student;
- ❖ engage in new social relationships with students outside the tutorial setting;
- ❖ make inappropriate comments to, or in the presence of, students; including sexually suggestive, obscene, or racist statements;
- ❖ use or advocate use of tobacco, alcohol or illegal drugs;
- ❖ seek or accept payment or gifts for services performed in connection with their volunteerism.