



# Annual Volunteer Registration Form

Valid only for the current school year

To ensure the security and safety of our staff and students, all volunteers in our schools **need to be registered**. This form must be completed annually. The information collected on this form will be held in strict confidence.

**A volunteer is** someone who assists schools and/or students either in curricular or extra-curricular activities including volunteer drivers and students volunteering outside their school.

### Volunteers Do Not Include

- guest speakers
- presenters
- visitors to the school
- parents assisting their own children in the school
- school council members in their position as school council members
- students volunteering in their own schools

You must be 13 years or older to register as a volunteer. CBE students are not required to apply to volunteer in their own school. Students wanting to volunteer in another school are required to apply to volunteer.

**School / Department:** \_\_\_\_\_ **School Year:** \_\_\_\_\_  
YYYY - YYYY

**Preferred Name** \_\_\_\_\_ **Name on Police Information Check (PIC) (if different)** \_\_\_\_\_  
**Last Name:** \_\_\_\_\_ **Last Name:** \_\_\_\_\_  
**First Name:** \_\_\_\_\_ **First Name:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ **Title:**  Mr.  Mrs.  Ms.  
YYYY MM DD

**Mailing Address:** (with postal code) \_\_\_\_\_

**Email Address:** (same as on file at CBE, if applicable) \_\_\_\_\_

**Cell Phone:** \_\_\_\_\_ **Other Phone:** \_\_\_\_\_

Do you have children or grandchildren registered in this school?  No  Yes

If yes, please list by name and teacher or homeroom:

<b>Name of Student:</b>	<b>Teacher / Homeroom:</b>
_____	_____
_____	_____
_____	_____
_____	_____

You may be asked to provide two references: (Principal's discretion)

<b>Name of Reference:</b>	<b>Telephone Number:</b>
_____	_____
_____	_____

