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Secure Volunteer

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USD 473 – Secure Volunteer ID Card Policy

The following policy is to provide USD 473 Secure Volunteers with guidelines and expectations that USD 473 will require while volunteering in our school system.

Once a potential volunteer receives notification of passing the background screen, they will receive a letter and their individual Secure Volunteer Card in the mail. The Secure Volunteer Card will contain the volunteers name and an expiration date.

Secure Volunteer Card Example:



Secure Volunteer Card Requirements:

- Volunteers will be required to present and carry with them their Secure Volunteer Card at all times while working within the school system.
- Use the Secure Volunteer Card in conjunction with a government issued photo ID.
- Volunteers will be required to be rescreened annually.
- Volunteers will not be allowed to use an expired card.
- If volunteers lose their Secure Volunteer Card, they will need to order a replacement card. The cost of a replacement card will be \$5 and it will be the responsibility of the volunteer.

EXCEPTIONS:

Certain circumstances may exist that require the latitude for provisions of this policy. All special cases requiring possible exceptions to the provisions require the prior approval of the Superintendent.