

Volunteer FAQs

1. Do I need to use my legal name?

Yes, please provide us with your legal name on the volunteer application.

2. Why do I need to have a background check if I am a parent of the District?

The District is responsible for the security and safety of the students. A background check is required for all volunteers that will have access to student records maintained by the District or an employee/agent of the District, have direct contact with students without continuous supervision by a certified staff employee, or are a chaperone on an overnight field trip.

3. When is fingerprinting and a background check required?

Many of our volunteers do not have a child attending an SUSD school; however, they chose to volunteer to support the community. All non-parent volunteers that will have direct contact with students without continuous supervision by a certified staff employee will require both a fingerprint and background check.

4. Do I need to be fingerprinted if I am a parent volunteer?

No, parents do not need to be fingerprinted.

5. How long does it take for a background check to clear?

It typically takes 3 to 10 working days for a background check to clear.

6. What is the cost of the background check?

The volunteer is required to pay the \$45.00 fee for the background check. The District/school will pay the fee for a Chaperone if the chaperone is necessary in order to comply with District chaperone-to-student ratios.

7. Where do I submit my application?

Please submit your application on our website: www.susd.org, click Jobs, and search for the Volunteer/Chaperone posting. Then call the school office and let them know you've submitted an application so they can approve it. Volunteering cannot begin until you have received notification of your approval from the School/District Office.

8. Are sports volunteers required to be background checked?

Non-parents are required to complete a background check. However, parents and non-parents volunteering with sports must remain in sight of certified staff at all times.

Thank you for Volunteering!