



School Volunteer Forms & Procedures

Thank you for your interest in becoming a volunteer in the Newtown Public Schools. Recognizing our high responsibility to our students, we require that all who will be volunteering complete an Information Form and Waiver each school year. In addition, all volunteers who will be working with students without direct sight-line supervision of staff and volunteers chaperoning field trips must complete a criminal background check before interacting with students.

Please click on the links below to print forms:

Information Form and Wavier to be completed by all school volunteers on a yearly basis.

Volunteer Background Check Authorization to be completed by all school volunteers who will be working with students without direct sight-line supervision of staff and volunteers chaperoning field trip.

Procedures to Volunteer in the Newtown Public Schools:

1. All volunteers must complete an Information Form and Waiver each school year. Please return this form to school in which you will be volunteering.
2. In addition to the Information Form and Waiver, all volunteers who will be working with students without direct sight-line supervision of staff and volunteers chaperoning field trips must submit to a background

investigation by completing the Volunteer Background Check Authorization well in advance of the volunteer activity.

3. The completed Volunteer Background Authorization must be returned to Meg Reilly in our Central Office, 3 Primrose Street, Newtown, CT.
4. All background investigations will be conducted by Mark Pompano, Director of Security, for the Newtown Public Schools.
5. An approved volunteer list containing only your name and the date approved will be available to all school administrators. Your name will remain on the approved volunteer list from year-to-year as long as you remain an active volunteer.
6. On the day of the event, prior to engaging in any volunteer activity, each volunteer will present their driver's license to the respective school security officer. The security officer will physically scan the volunteer's license in the Raptor System. The Raptor System screens out registered sex offenders.

Thank you for your interest in volunteering. It is widely believed that school volunteers positively impact self-esteem, attitudes, social growth and communication skills in students. Through school volunteer programs, adults with a wide variety of backgrounds and skill sets are able to provide the kind of personalized attention that help students to flourish.

If you have any questions regarding volunteering in the Newtown Public Schools, please contact Meg Reilly at 203-426-7606.