

EAST ORIENT SCHOOL

Volunteer Information Form

Thank you for volunteering at East Orient. Our activities and programs could not happen without the participation of volunteers like you. You help make our school a wonderful place for our students. **Please return this form to the school office at your earliest convenience.** Please fill out **one form per volunteer** in your household. (If you have not completed a Volunteer Application and Background check, please pick up those forms from the office at your earliest convenience before you volunteer. The back ground process takes at least 2 weeks, so please plan ahead.)

Name of Volunteer: _____

E-mail: _____

Home phone: () _____ - _____ Cellular: () _____ - _____

Work phone: () _____ - _____

Street Address: _____

City: _____ State: _____ Zip: _____

Children Attending East Orient:

Name: _____ Grade: _____ Teacher: _____

Name: _____ Grade: _____ Teacher: _____

Name: _____ Grade: _____ Teacher: _____

Name: _____ Grade: _____ Teacher: _____

- I authorize the PTC to share my e-mail address with other volunteers for PTC and school business only.
- I prefer my information be kept confidential and only for the use of the volunteer coordinator.
- I would like to receive informational e-mails from the PTC.
- My employer has a volunteer matching program.

I am interested in volunteering or are currently volunteering in the following areas (*your interest does not mean you are obligated - we will contact you as events draw closer with information and you can make a decision about commitment then.*):

- | | |
|---|--|
| <input type="checkbox"/> Classroom (includes Parties & Field Trips) | <input type="checkbox"/> Jog-a-thon |
| <input type="checkbox"/> Auction | <input type="checkbox"/> Library Helper |
| <input type="checkbox"/> Book Fair | <input type="checkbox"/> PTC (Parent Teacher Club) |
| <input type="checkbox"/> Bulletin Boards | <input type="checkbox"/> Reading Tutors |
| <input type="checkbox"/> Copy Cats | <input type="checkbox"/> Santa's Breakfast |
| <input type="checkbox"/> Field Day | <input type="checkbox"/> School Pictures |
| <input type="checkbox"/> Food Drive | <input type="checkbox"/> Scrip |
| <input type="checkbox"/> Giving Tree | <input type="checkbox"/> Sock Hop |
| <input type="checkbox"/> Health Screenings | <input type="checkbox"/> Write On Program |

For Volunteer Coordinator use only: Background Check Completed Volunteer Number Assigned
 Volunteer Number: _____ Volunteer Profile in Data Base Name Badge Completed _____

Want to volunteer in our school?



The process just got a whole lot easier!

If you plan to volunteer with a Fundraiser, Work in a class room, Take a field trip or Work with a group of children you must have a background check done through the district and fill out the East Orient Volunteer information form.

How to:

Go to East Orient website at www.eastorient.gresham.k12.or.us, in the menu bar on the left click on PTC/Volunteer info, complete the background check process through the **district volunteer site**, print the completed form, then print and complete the **Volunteer Information sheet**. Return both forms to school or email them to me at eovolunteer@gmail.com. Once you are cleared I will issue you a badge, then and only then will you be able to volunteer.

Thank you for your interest in volunteering in our school!

Thank you,
Stephanie de Landro
EO Volunteer Coordinator