

TIPS FOR COMPLETING A VOLUNTEER APPLICATION

We welcome you as a volunteer in the Alachua County Public Schools! The active participation of parents and community members in the classroom extends the effectiveness of teachers and staff. Volunteers also help the district deliver valuable services to students and schools that would not be feasible without the support of the community. If you think you will go on a field trip or help in your child's classroom at anytime during the year fill out the application at the beginning of the school year.

You will complete an online application through Raptor Technologies, which is the program we currently use to check in visitors and volunteers to our schools. Each of our schools can assist you in accessing the online application. You can also come to the School Volunteer office to complete the volunteer application. You can even apply with your smartphone.

You are required to complete a new application each year. All applications expire on June 3th. As part of standard safety practices, all volunteers and visitors must provide a photo ID each time they visit an Alachua County Public School or facility. A national check of the sexual predator registries is completed each time a volunteer checks into our facilities. Other criminal record websites are checked as warranted. **Please answer all legal questions completely and honestly to ensure that you will be eligible to volunteer.**

Tips For Completing the Application

- ✓ Enter your full name and address as it appears on your driver's license.
- ✓ You can only fill out one application & Raptor will not accept an email on more than one application.
- ✓ Check only those schools where you will be volunteering.
- ✓ In the Function Section choose "Mentoring Programs."
- ✓ In the Affiliation Section choose "Other."
- ✓ In the Organization Section choose "Lunch Buddies."
- ✓ You may need to change your browser to complete the application. Explorer & Firefox work well. Safari & Chrome don't work as well.

The Raptor web address for the volunteer application is:

[Bit.ly/ACPSapp](https://bit.ly/ACPSapp)

Please contact the office of the school you wish to volunteer in or the School Volunteer Office if you have questions-352-955-7250 X252.