

2025-2026

Volunteer Application

Thank you for your interest in serving as a volunteer at Roberts Academy. All Roberts Academy volunteers must have an approved application and Level 2 Background Screening.

Read the application carefully to be sure you can be approved as a Volunteer at The Roberts Academy. Prior conduct may disqualify you from serving as a Volunteer, including but not limited to the following:

1. Convicted of or had adjudication withheld for any felony offense, at any time;
2. Convicted of or had adjudication withheld for any misdemeanor involving moral turpitude, at any time;
3. Convicted of or had adjudication withheld for any misdemeanor within the past three (3) years; or
4. Any pending criminal charges.

All volunteer applicants will be required to undergo a criminal background screening every five (5) years from the date of approval. Once you submit your volunteer application and upon approval, you will receive notification on the next steps to obtain your criminal background screening.

Volunteer Responsibilities

A school volunteer provides additional educational resources to students, teachers, and other staff members. The Roberts Academy expects volunteers to:

- Work as a team member with faculty and staff
- Follow policies, rules, and regulations
- Work closely with administrators, teachers, and students
- Follow directions
- Uphold the mission of the school
- Ask questions when needed for clarification
- Be responsible, prompt, dependable, and maintain confidentiality
- Treat students, teachers, families, and other staff with respect
- Be willing to share ideas, talents, and skills
- Recognize that the teacher has primary instructional responsibilities

Last Name: _____ **First Name:** _____ **M.I.:** _____

Daytime Phone: (____) ____ - _____ **Cell Phone:** (____) ____ - _____

Street Address: _____

City: _____ **State:** _____ **Zip:** _____

Email: _____

Student's Name: _____ **Grade:** _____

I specifically authorize the release of my confidential criminal history to Florida Southern College pursuant to The National Child Protection Act and F.S. 943.0542. Florida Statute 943.0542(6) provides that you have a right to obtain a copy of any background screening report, including the criminal history records, if any, contained in the report, and you have a right to challenge the accuracy and completeness of any information contained in any such report and to obtain a determination as to the validity of such challenge before a final determination is made by the College. Pursuant to Florida Statute 943.0542(3), Volunteers may challenge the state criminal history record only as provided in Florida Statute 943.056.

- ☐ I affirm that my responses are true, complete, and correct to the best of my knowledge and are made in good faith.
- ☐ I agree to abide by the rules and regulations of the volunteer program. I understand that all involvement with students is restricted to approved school activities.
- ☐ I understand and agree that I am responsible for paying all fees pertaining to the background check or screenings.

Signature: _____ **Date:** _____

I am interested in volunteering for (check all that apply):

- ☐ Chaperoning field trips
- ☐ Classroom special events
- ☐ Instructional assistance
- ☐ Fundraising
- ☐ School-wide special events
- ☐ Other: _____

Provide any additional information here: _____

The Roberts Academy at Florida Southern College prohibits any forms of discrimination and harassment based on race, color, sex, religion, national origin, marital status, age, homelessness, or disability or other basis prohibited by law in any of its programs, services, activities, or employment. To file your concerns, you may contact the Human Resources Department at (863) 680-3964.