

Newcastle Elementary School District
Newcastle Elementary/Charter School
8951 Valley View Drive
Newcastle, CA 95658
(916) 663-3307 Phone ♦ (916) 663-3524 Fax

October 19, 2021

At the NESD Board of Trustees meeting on October 13, 2021, the first steps forward to bringing volunteers and fieldtrips back were approved. **Please read the following COVID-related guidelines required for volunteers on campus and on field trips:**

VOLUNTEERS:

1. All volunteers must show proof of being fully vaccinated to the school office. *No proof of booster is required at this time.*
2. Only one volunteer per classroom per day will be permitted.
3. Volunteers may only engage with one classroom per day (i.e., a volunteer for a kindergarten class may not also volunteer in any other class or grade on the same day).
4. All volunteers must wear a mask while indoors.
5. It is strongly encouraged that volunteers work outside with students (weather permitting) and that any volunteer that is working with a student/group of students for 15 minutes or more within six feet, should wear a mask as an additional precaution for both the adult and the children.

FIELD TRIPS:

1. All volunteers must show proof of being fully vaccinated to the school office. *No proof of booster is required at this time.*
2. All volunteers must adhere to all the standard volunteer clearance guidelines (i.e., DOJ, TB and driving clearance requirements).
3. Students, staff, and volunteers must remain fully masked during transportation and any time spent indoors
4. Outdoor field trips only are being allowed at this time.

Once all the volunteer clearance paperwork is complete, please schedule an appointment with Debby in the school office to turn in and go over the required documents. Please call (916) 663-3307 or email dlaporte@newcastle.k12.ca.us to schedule this appointment.

I have read and understand the additional COVID-related guidelines listed above and am willingly providing the required documentation so that I may volunteer at Newcastle Elementary and Charter School.

Parent/Guardian Name – Printed

Parent/Guardian Name – Signature

Date