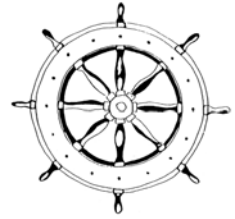


# Memo



**To:** Volunteer Applicants  
**From:** George Entwistle, Superintendent of Schools  
**Date:** September, 2006  
**Subject:** Falmouth Public Schools - New Requirement - Volunteer Application Form

Consistent with the goal of *“Establishing a culture of wellness that supports the physical, social and emotional well-being of all members of our school community,”* opportunities were identified for improving safety (physical well-being) for students and for better safeguarding them from potential harm. Our process for identifying and approving volunteers within our schools was specifically targeted for improvement. The contributions that volunteers make across the district are incredible and immeasurable. While the last thing any of us want to do is to dampen volunteer enthusiasm or to further burden our volunteers with “paperwork,” it is imperative that we take all reasonable steps to safeguard our (and your) children.

To that end, the enclosed Volunteer Application Form and Volunteer Agreement Form have been instituted as a requirement for all Falmouth Public Schools volunteers. Please note that one application is needed from each adult volunteer (regardless of ages/grades of children); copies can be made of the attached application or additional copies are available at school offices. Once completed and approved, you will not need to re-apply again for 5 years. The application and review protocol (including reference and criminal background checks conducted on all volunteer applicants) has been designed in conjunction with the district’s legal counsel. This same protocol is employed in other Maine school districts as well.

The new world in which we live unfortunately requires that we take new measures to protect our children. I am sure that you understand our motivation is only to do what is best for the children of our Falmouth Community.

Please do not hesitate to contact me should you have any questions or suggestions about this important matter.

Warmest regards,

Dr. George H. Entwistle 3<sup>rd</sup>  
Superintendent of Schools