

# Parents and Visitors:



## ALL VISITORS ARE REQUIRED TO CHECK IN THROUGH THE SCHOOL OFFICE!!

In order for us to identify those who are in the building or on the playground, **visitors MUST provide their id and be asked to take a picture in order to obtain a visitors' badge to enter the building.**

For the safety of all children, WCSD has a volunteer screening policy, and **requires ALL volunteers to fill out new forms every school year.** The new policy is that all volunteers will be monitored by the teacher they are volunteering with. Volunteers will no longer need to be fingerprinted unless going on an overnight/international trip. We appreciate your patience and compliance in keeping our schools safe.

All volunteers and parents wishing to participate in field trips/lunch in MPR with students throughout the school year **must** complete a School Volunteer Application form and submit to our office along with form of ID. IDs need to be official (driver's license, passport, etc.).

Applications are available at your school office or on the WCSD web page at [www.washoeschools.net/Page13689](http://www.washoeschools.net/Page13689). **Volunteers may begin volunteering once fingerprinting and volunteer application has been approved. This includes parents wanting to attend field trips.** All applications are given a "Wants and Warrants" check and expect three weeks for processing.

Once your application has been approved you will receive an email from our office.