



Administrative Office
81 New Hampshire Avenue
Portsmouth, NH 03801
P: 603.772.9830
F: 603.772.4917

Exeter Center/School Age Office
64 Epping Road
Exeter, NH 03833
P: 603.772.4132
F: 603.772.5962

Newmarket Center
3 Simons Lane
Newmarket, NH 03857
P: 603.659.2324
F: 603.659.6882

Pease Center
81 New Hampshire Avenue
Portsmouth, NH 03801
P: 603.766.5437
F: 603.766.5439

CLASSROOM VOLUNTEER REQUIREMENTS

- _____ Volunteers under the age of eighteen (18).
- _____ Working papers on file at the site.
 - _____ Informed of requirement to sign in/out.
 - _____ References checked.
 - _____ Application (including emergency telephone numbers) and interview completed.
- _____ Volunteers eighteen (18) or older, with less than five (5) hours of contact with the children per week.
- _____ Informed of requirement to sign in/out.
 - _____ References checked.
 - _____ Application (including emergency telephone numbers) and Interview completed.
- _____ Volunteers eighteen (18) or older with more than five (5) hours of contact with the children per week / considered as personnel.
- _____ Physical on file.
 - _____ Household Personnel List/Criminal Check/Finger Printing completed.
 - _____ Documentation of any coursework or workshops on file.
 - _____ Informed of requirement to sign in/out.
 - _____ References checked.
 - _____ Application (including emergency telephone numbers) and interview completed

Name of Volunteer

Date

