



Administrative Office  
89 Portsmouth Avenue  
Stratham, NH 03885  
P: 603.772.9830  
F: 603.772.4917

Exeter Center/School Age Office  
13 School Street  
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