



## **HOW TO BECOME A CLEARED VOLUNTEER**

1. Watch the Volunteer Orientation video and complete the online quiz
  - a. The link for the video is here:  
[https://drive.google.com/file/d/1Cn3Ex7VhPM1nKbU\\_FlyWdG7I8mC7gtW/view?usp=drivesdk](https://drive.google.com/file/d/1Cn3Ex7VhPM1nKbU_FlyWdG7I8mC7gtW/view?usp=drivesdk)
  - b. The link for video quiz:  
[https://docs.google.com/forms/d/e/1FAIpQLSdSLFjDJFVcV4uixvaLOywrL3Yo\\_yWz4ZFwmFoc6VcE5slR4g/viewform](https://docs.google.com/forms/d/e/1FAIpQLSdSLFjDJFVcV4uixvaLOywrL3Yo_yWz4ZFwmFoc6VcE5slR4g/viewform)
2. El Marino School Nurse can perform the TB test questionnaire. If the nurse feels you need a chest X-Ray, then you will need to get one from your physician to show. Please check in with front office staff prior to make sure the nurse is available.
3. Turn in your completed Volunteer Application Packet and TB Test Certification Assessment to the school secretary.
  - a. Celeste Ponce, secretary | [celesteponce@ccusd.org](mailto:celesteponce@ccusd.org)
4. A fingerprint and background check is required. Our secretary will provide the Request for Live Scan Service form to you. Our Security Office is no longer performing the service. CCUSD will cover the \$47.00 processing fee, but parents will have to pay the rolling fee which ranges anywhere from \$10-\$30, depending on where the service is done
  - a. The link for live scan locations:  
<https://oag.ca.gov/fingerprints/locations?county=Los%20Angeles>
5. The school secretary will notify you when your background check has cleared and your volunteer badge is ready for pick up.