

Form 4

AGREEMENT TO SUPERVISE WESD VOLUNTEER

I, _____, (employee's name)
understand that _____ (name of volunteer) is a
volunteer who will provide services to _____ (name of school). I
agree to ensure that while this volunteer is providing services with direct or indirect contact with
students at our school, he/she will be under my direct supervision. "Direct supervision" means
that the volunteer will be under the direction of and, except for brief periods during a school day
or a school activity, within sight of a WESD employee. I also agree that while this volunteer is
not providing services to students he/she will be under my general supervision. I agree to ensure
the volunteer follows all guidelines in the Volunteer Handbook.

Supervising Employee's Signature: _____ Date: _____

School Principal's Signature: _____ Date: _____

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***School Volunteer Coordinator: Keep this agreement form on file in the school  
office while the volunteer's service to WESD is active and for one year after  
discontinuing volunteer service.***