



## School Community Service Application and Liability Waiver

The Virginia Beach SPCA welcomes middle and high school students who are required to complete community service hours by their school. For this purpose, we schedule School Community Service (SCS) Saturdays once per month.

**We do not allow walk-ins for volunteering, projects, or interviews.** Project meetings and/or interviews are by appointment only. Volunteering requires sign-up ahead of time, proof of need for hours, and a signed waiver.

Students will be able to come to the shelter on the dates below to earn their hours by completing various animal shelter support tasks. **(Please be aware that SCS students generally do not work with animals).** Students will not be allowed to come any other day or time other than those listed to complete hours.

Due to limited space, the opportunities listed here are NOT for existing Junior Volunteers, who can complete their hours as part of that program. These spots are only for students in need of service hours for school or another program, such as scouts.

### The schedule for the 2019-2020 School Year is as follows:

- ❖ Saturday, October 19 ❖ Saturday, November 9 ❖ Saturday, December 7 ❖ Saturday, January 25
- ❖ Saturday, February 8 ❖ Saturday, March 7 ❖ Saturday, April 11 ❖ Saturday, May 9

### The hours of service are from 12:00 – 2:00 PM only.

Students wanting to participate in a School Community Service Project Day MUST do the following:

1. **SIGN UP IN ADVANCE:** Ability to sign up for a session will start **ONE MONTH** before that scheduled session. Example: Sign up for October 19th will open on September 19th and remain open until either filled or (24) hours before the scheduled session. During open sign up, students must email [volunteer@vbspca.com](mailto:volunteer@vbspca.com) to reserve their spot. **Walk-in's will not be admitted due to limited space, projects, and chaperones. No exceptions!** Spaces are limited and fill quickly. Be sure to inform us if unable to make a scheduled day, as we usually have a long wait list.
2. **RETURN THE LIABILITY WAIVER:** Fill out, sign, and submit a Liability Waiver BEFORE the SCS Day. You may return the Liability Waiver by email ([volunteer@vbspca.com](mailto:volunteer@vbspca.com)), mail (3040 Holland Rd, VB 23453), or drop off with Front Desk (Attention: Volunteer Manager). A new waiver is needed each school year, but not for each session within the year.
3. **ATTACH PROOF OF SCHOOL REQUIREMENT TO WAIVER:** A copy of an hours log sheet, welcome letter for a program, or message from a program director would all suffice. Feel free to ask if you're unsure about what constitutes proof.
4. **ADHERE TO DRESS CODE:** Wear long pants and closed-toed shoes. Students arriving in inappropriate dress (shorts, flip-flops, etc.) will not be able to work in the shelter.
5. **CELL PHONES ARE NOT ALLOWED DURING A WORK SHIFT.** If students do not participate in assigned tasks, we reserve the right to refuse sign off on their community service hours.
6. **STUDENTS ARE TO STAY IN THE ASSIGNED AREA, WITH A CHAPERONE, AT ALL TIMES**

If you have any questions, please contact us at: [volunteer@vbspca.com](mailto:volunteer@vbspca.com) or (757) 427-0070 Ext. 107



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\*This form needs to be submitted before scheduled School Community Service Session\*

Date: \_\_\_\_\_ Name of School: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Name of Parent/ Guardian \_\_\_\_\_

In case of Emergency, please notify:

Name \_\_\_\_\_ Phone Number \_\_\_\_\_ Relationship \_\_\_\_\_

### Liability Waiver

I certify that I am in middle or high school and need volunteer hours for a school-related program. I understand that volunteer service is a commitment and I will be depended upon to show up to work as scheduled. I understand that the staff may ask me to leave should I not comply with the policies and procedures of the Virginia Beach SPCA, or should I become unproductive and unhelpful during my shift.

I grant to the Virginia Beach SPCA, its representatives, volunteers and employees the right to take photographs of me and my property in connection with the above-identified subject. I authorize the Virginia Beach SPCA, its assigns and transferees to copyright, use and publish the same in print and/or electronically. I agree that the Virginia Beach SPCA may use such photographs of me with or without my name and for any lawful purpose, including for example such purposes as publicity, illustration, advertising, and Web content.

I have read and understood the above and agree to these terms.

\_\_\_\_\_  
Signature of Youth Volunteer and Date

I, (Parent/Guardian) \_\_\_\_\_, give permission for my child to participate in volunteer activities at the Virginia Beach SPCA. This includes activities that involve work with animals, touching animals, and/or being around animals. I agree that the Virginia Beach SPCA shall not be responsible for any injuries or losses sustained by the above named child while on any Virginia Beach SPCA premises, or as a result of any Virginia Beach SPCA sponsored activity. I further agree to indemnify and save harmless the Virginia Beach SPCA from any claims or demands arising out of any such injuries or losses.

I recognize that working with animals in a shelter may place my child at risk. I understand that because she/he may handle animals, it is important to talk with my physician about being vaccinated against tetanus. I release the Virginia Beach SPCA from all responsibility whether I pursue the vaccination or not, and I understand that whatever decision I make is at my own risk.

\_\_\_\_\_  
Signature of Parent/Guardian and Date