

Dear Parents, Guardians, and Tutors,

This is a reminder that if you are interested in becoming an approved volunteer you will need to complete the following steps:

1. Fill out a volunteer application in the school office.
2. Obtain TB clearance from your healthcare provider.
3. Obtain fingerprint clearance if you will be volunteering for more than 16 hours per week
4. Provide proof of identification
5. The principal or administrative designee will check your name against the Megan's Law online database. Once the principal or administrative designee has approved your application we will contact you to move forward with the process and opportunities.
6. Meet all school and COVID requirements as instructed by N.E.W. Academy

These steps must be completed before volunteering in the classroom, special events, on a field trip, etc..

If you decide not to apply to be a volunteer, we encourage you to continue volunteering from home, join virtual meetings, or in any other capacity you are willing without having contact with children.

### **TB TEST Option:**

West Oaks Urgent Care Center Canoga Park

- \$30 TB SKIN TEST  
If positive, \$60 Chest X-RAY for clearance
- No medical insurance is needed



**20181 Saticoy St.  
Winnetka, CA 91306**

**- Walk-in Medical Clinic**

**Hours  
Mon-Fri 8am-6pm  
Sat-Sun 10am-4pm**

**- No Appointment  
Necessary**

**(818) 709-5700**

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