In support of student safety, the superintendent requires that all schools and administrative offices identify and screen all volunteers in accordance with the following guidelines. Security clearances for volunteers must be renewed every two years. Volunteers will be issued volunteer badges, which must be always displayed while on school property. All volunteers must complete and sign a Volunteer Release Form and take it to the office of Fingerprinting & Badging. The address is 155 Garnett Street Atlanta, GA 30303 *P:*404-802-2000.  There is no fee for a level 2 background check**.**

[**See Board Policy GAK(1)-R(2)**](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fsimbli.eboardsolutions.com%2FPolicy%2FViewPolicy.aspx%3FS%3D36031014%26revid%3DIK02p6vBijRAlXSjTw87iw%3D%3D%26ptid%3DamIgTZiB9plushNjl6WXhfiOQ%3D%3D%26secid%3D%26PG%3D6%26IRP%3D0%26isPndg%3Dfalse&data=05%7C02%7CToneka.Bussey%40atlanta.k12.ga.us%7C3464f9287e2d426816f508ddff4fb907%7C0d95ef40a0dd431890985e10f876f635%7C0%7C0%7C638947440799638618%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=nOI%2BBRBEH83JlX3YNVr9wRpAoyELGPQ%2BK%2FeBsAZCXnU%3D&reserved=0)

**Instructions**

Download (Save As) the forms from your browser before filling in to avoid discarding changes.

**Volunteer Release Form**[**https://www.atlantapublicschools.us/site/handlers/filedownload.ashx?moduleinstanceid=89366&dataid=85614&FileName=OSS%20Volunteer%20Release%20Form.pdf**](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.atlantapublicschools.us%2Fsite%2Fhandlers%2Ffiledownload.ashx%3Fmoduleinstanceid%3D89366%26dataid%3D85614%26FileName%3DOSS%2520Volunteer%2520Release%2520Form.pdf&data=05%7C02%7CToneka.Bussey%40atlanta.k12.ga.us%7C3464f9287e2d426816f508ddff4fb907%7C0d95ef40a0dd431890985e10f876f635%7C0%7C0%7C638947440799664527%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=xMMKZ8AcSWe0H8Y%2FLAUYhtKjcmRnX%2BEb23l7TSz5C5E%3D&reserved=0)