



Frequently Asked Questions

1. What is the difference between a guest, visitor and volunteer?

- ❖ “**guest**” means an unsalaried person who, with principal approval, assists at a school on a non-regular or one-time basis.
- ❖ “**visitor**” means an unsalaried person who attends a district sponsored event or activity or visits a district site for a short time.
- ❖ “**volunteer**” means an unsalaried person (ie; parents, guardians, family or community members) authorized by Albuquerque Public Schools to perform volunteer services for the district. A volunteer is any individual who is not a guest or visitor at a school.

2. Do guests and visitors need a background check?

No Background Clearance Is Required.

This category includes visitors or guests who enter a school for a one-time event. This person shall have no unsupervised exposure or contact with students. Examples of guests and visitors include, but are not limited to:

- ❖ guest/resource speakers
- ❖ one-time appearance for school or classroom event like a literacy day or play
- ❖ parents and family members who attend school to eat lunch
- ❖ visitors for a one-time family involvement activity with their student
- ❖ parents dropping off items for their student at the school
- ❖ vendors making a delivery to a school

3. Do all volunteers need background checks?

If an individual is not a guest or visitor, they are most likely considered a volunteer at a school. Volunteers may be considered to have supervised or unsupervised contact with children. Regardless, all volunteers shall be required to have a current background clearance. Volunteers who have a current background clearance may be required to renew their clearance at the discretion of the school principal.

4. What would result in a denial?

- ❖ A Conviction Of
 - ✓ Drug Trafficking
 - ✓ Child Abuse
 - ✓ Criminal Sexual Penetration
- ❖ A Pattern Of Behavior
- ❖ Any Open Case
- ❖ Felonies Within The Past 10 Years
- ❖ Misdemeanors Within The Past 5 Years

5. What if I don't have a social security number?

The volunteer application form requires a social security number. If the applicant does not have a social security number, please contact the APS background department.

6. What if I don't have a driver's license?

We require a government issued picture identification to verify your identity. You should be prepared to present this identification each time you volunteer.