



Volunteer Clearance Directions



Fairwood Explorer
Elementary

Thank you for volunteering at Fairwood Explorer! We look forward to partnering with you this school year. In order to begin volunteering, there are a few steps you will need to complete.

For New Volunteers

If you have not previously registered as a volunteer, please follow these steps to register.

1. Create an account on Better Impact: Our volunteer registration platform. You can find a direct link to Better Impact on our website. For Families -> Family Participation -> Classroom Volunteers.

I am new to MyImpactPage.com

You will need to enter a unique username to identify yourself to the system. You should select something that is easy for you to remember such as your email address or your name. Your username must be at least 6 characters long. If the name you enter is already in use by someone else, you will be prompted to choose another username.

Username

Email Address

Verify Email Address

I have read and understand the volunteer and application process

[Save and Continue](#)

Once you get to the Better Impact website, complete the “I am new to MyImpactPage.com” box to create your username and password.

Fill out the required fields, upload an image of your current TB Test or risk assessment (valid for 4 years), and review and agree to the Volunteer Expectations.

Once you have submitted your application, it can take up to one week for your application to be approved. Approval of this application allows you to volunteer at Fairwood.

2. Complete Fingerprinting through the Sunnyvale School District. The District will host a free Volunteer Fingerprinting and TB test event in September. Processing of fingerprints can take up to 4 weeks, so completing this process in September is ideal. Approval of this step will allow you to volunteer as a chaperone on field trips.

3. Once your application has been approved, you can log in again to upload your driving documentation. Log in to your account and select My Profile (Right corner of page) -> Additional Info. Go to the Driver and Vehicle Information section.

Complete your driver information and upload a copy of your Driver’s License and Insurance Declarations page, demonstrating a minimum \$100,000 liability insurance policy. Please Note: Your insurance upload should be the “Declarations Page”, which states your insurance limits. Your ID card will not be accepted.

Once you have completed all of these steps, you will be able to volunteer in the classroom, as a field trip chaperone, and as a field trip driver.



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Returning Fairwood Volunteers

If you are a returning Fairwood volunteer, you will need to update your account prior to volunteering this school year. To do this, log in to your Better Impact account. Click on “My Profile” then

myImpactPage.com

HOME OPPORTUNITIES SCHEDULE HOURS CONTACT MY PROFILE

Home Log Out Help

Welcome
Rachelle Romander
[Edit My Profile](#)

“Additional Info.”

- MY PROFILE
 - Contact Information
 - Additional Info
 - Qualifications

Next, select your organization (Fairwood Explorer), if applicable.

Please select an organization to update Select Organization

You should then be on the correct page to update your information for this school year. Most importantly, you will need to:

1. Update your Student Name(s), Teacher(s) (Last Name Only, please), and Grade Level.
Example: Cindy Romander, Byrne, 2nd)

Student Information

Please enter information for each student's class you are applying to volunteer with.

Student 1 (Name, Teacher, Grade)

Student 1 School





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Who: Drivers for field trips and other school activities including Middle School After School Sports.

What do I need to do? Complete the Driver and Vehicle Information section of the form by providing a copy of your Driver's License, vehicle information, and proof of automobile insurance (minimum coverage of \$100,000 liability limit for privately owned vehicles per occurrence is required).

We ask that you check the safety of your vehicle making sure that your tires, brakes, lights, horn, and suspension are all in good working order prior to transporting students.

Are you interested in being a Volunteer Driver? Yes, I can drive my student and other students for school sponsored activities No, I am not interested

Transportation for School Related Trips - E(2) 3541.1 & E(3a) 3541.1 I agree to the transportation instructions as described in the info box I do not agree

How many students can you transport to games/events safely with seat belts?

Are you able to drive the students there and back? Yes No

Driver's License (copy) Choose File No file chosen

Vehicle Owner's Name and Address

Vehicle License Plate Number and Registration Expiration

Vehicle Information - Make, Model, Year

Vehicle Information - Seating Capacity/Number of Seat Belts

Vehicle Insurance - Company Name and Telephone

Vehicle Insurance - Agent Name and Telephone

Vehicle Insurance - Policy Number and Expiration Date

Vehicle Insurance - Liability Limits on Policy

Vehicle Insurance - Declaration Page (current) Choose File No file chosen

2: Update your Driver Documents:
Upload a copy of your driver's license and a new copy of your insurance documents. **Note:** Documents must show your liability insurance coverage of at least \$100,00.

3. Review and agree to the Volunteer Expectations sign and save.

Vehicle Owner's Name and Address

Vehicle License Plate Number and Registration Expiration

Vehicle Information - Make, Model, Year

Vehicle Information - Seating Capacity/Number of Seat Belts

Vehicle Insurance - Company Name and Telephone

Vehicle Insurance - Agent Name and Telephone

Vehicle Insurance - Policy Number and Expiration Date

Vehicle Insurance - Liability Limits on Policy

Vehicle Insurance - Declaration Page (current) Choose File No file chosen

Agreements and Acknowledgements

Volunteer Expectations 2024-2025

Applicant Full Name and Date 2024-2025

I agree to the Expectations of Volunteers as described in the info box I do not agree

Rachelle Romander, August 21, 2024

Volunteer Expectations 2024-2025

Volunteer Expectations

- Please sign-in and pick up a volunteer sticker/badge to wear upon arrival when volunteering at any of our school sites and remember to sign-out when leaving.
- Great communication is key. Let the school site know what types of things you would like to help with and what you are, and are not, comfortable doing
- Be a good listener. Encourage students with positive words and comments.
- Being flexible, especially in the classroom, keeps tasks running smoothly.
- Contact teachers via email, voicemail, or before and after class. Class time must be focused on the students.
- It is not a volunteer's job to discipline a student. It is acceptable to stop unsafe or unkind behavior. School personnel must be informed immediately if any discipline issues arise.
- Be dependable and on time. If you do run late, try not to interrupt classroom instruction.
- If you are volunteering in your child's classroom, treat your child as you would any other child in the class. Make outside arrangements for childcare for younger siblings instead of



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For Returning Volunteers - NEW TO FAIRWOOD

To add Fairwood as one of your volunteer organizations, login through the Better Impact link at Family Resources -> Family Participation -> Classroom Volunteers. When you log in, use the “I already have a username” login section.

Once you have logged in, scroll down to your student information. Update the student information and change the organization to Fairwood. Follow the steps for Returning Fairwood Volunteers to update any other information.

I already have a username

If you have signed up with this organization before, or are a member of another organization that uses MyImpactPage.com, you can use the same login to access all organizations with which you are associated.

Username

Password

[Forgot your username or password?](#)

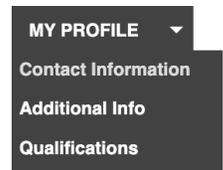
I have read and understand the volunteer and application process

Login and Continue

Already use MyImpactPage.com to volunteer with **this organization?**
[Go to volunteer login](#)

How to Check Your Volunteer Clearances

You may want to check the status of your TB Test or your Fingerprinting. You can do so by logging into your account, clicking on “My Profile” then “Qualifications.”



Scroll down to the Qualifications section. If approved, you will see your TB Clearance expiration date and your Fingerprinting Screen Status - either passed or not passed. Fingerprinting does not have an expiration date.

QUALIFICATION	LEVEL	EXPIRY DATE
Tuberculosis Clearance Form	Current	9/1/2026
Fingerprinting Screen	Complete - Passed	

Save

If your TB Clearance expires, you can upload a new result in your “Additional Info” section.