

# Treasure Village Montessori 2022-2023

A- RATED CHARTER SCHOOL OF EXCELLENCE



## **VOLUNTEER REGISTRATION AND VISITOR INFORMATION**

ALL Visitors and Volunteers must sign in at the front office of any school in the District.

In order to visit or volunteer, you need to be registered through the District's database, Raptor.

Volunteers/Visitors MUST sign in with a State ID at the Front Office and obtain a badge (this measure is to be in compliance with the FL Law and guidelines linked to the Jessica Lunsford Safety Act and the new Safety and Security House Bills). Only pre-arranged volunteers will be permitted to the classroom.

### **REGISTER WITH RAPTOR**

Registration begins at the Monroe County School District website; [www.keysschools.com](http://www.keysschools.com)

No paperwork is needed EXCEPT a copy of your driver's license for background screening after your online application is complete.

At the top of the District's website, under "community" click on "volunteer". This brings you to the "Become A Volunteer" page. At the bottom of the page click on the "New Volunteers; please click here to access the volunteer application page". Process through the pages.

When you get to the school preferences, select Treasure Village Montessori.

After you have successfully completed the online application, you **MUST** contact Ms. Amanda at [Amanda.Carey@KeysSchools.com](mailto:Amanda.Carey@KeysSchools.com) and indicate your online application is complete.

Your request to register as a visitor or volunteer must be approved by each individual school before going on to the district level for processing.

Once your request to register has been approved you will be contacted by the district to set up an appointment to complete the registration process.

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