

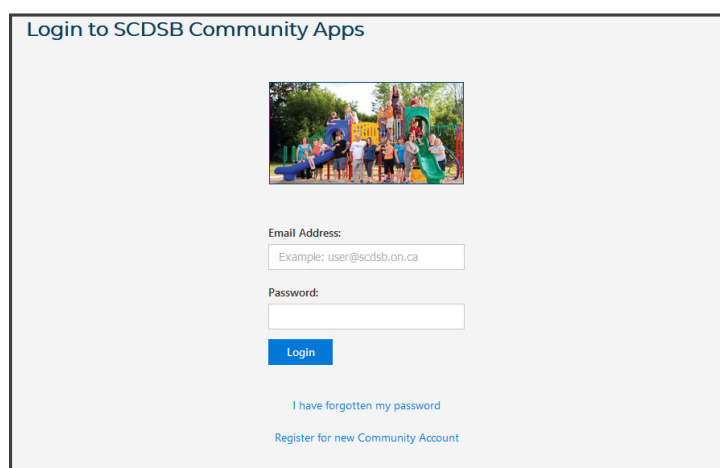
Volunteer Portal in Community Apps

The volunteer portal is where you complete the forms and training for being a school volunteer. The portal also allows you to see the status of your requests and add/remove your schools.

How to access the Volunteer Portal

Click this [SCDSB Community Apps link](#) or find the link on the volunteer page of your schools website, under the Parents menu.

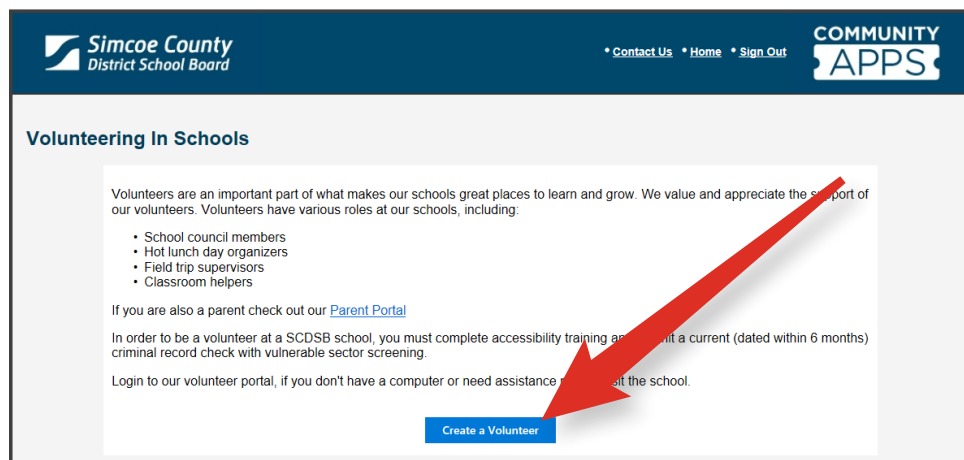
Click the **Login To Community Apps** button, and login with your username and password. If you do **not** have an account, click the Register for new Community Account link at the bottom of the page.



<https://www1.scdsb.on.ca/app/CommunityPass/Welcome>

REMINDER: Each volunteer will have to have their own community apps account. Each community apps account is created with a separate email address.

On the **Volunteering In Schools** page, carefully review the information and then click the **Create a Volunteer** button.



Fill out your volunteer profile with as much detail as possible. Click **Confirm** when finished.

Volunteer Profile

Required fields are marked with an asterisk (*).

Login Email Address:

Primary Phone Number*:

Legal First Name*:
Legal Name has to match CRC on record

Legal Last Name*:

Middle Name:

Birth Date:

Primary Phone Number options: Anytime Daytime Evenings

Alternate Phone Number:

Alternate Phone Number options: Anytime Daytime Evenings

Alternate Email Address:

Note: Automated messages will be sent to both primary and alternate email addresses

Next, volunteers must complete accessibility training and confirm its completion. Once complete, type your name and check the declaration box to confirm you have completed the training. Click **Confirm**.

Accessibility Training & Confirmation

Ontario's Integrated Accessibility Standards Regulation (IASR) includes general training on the requirements of the accessibility standards and on the Human Rights Code as it pertains to persons with disabilities. The training on the accessibility standards and on the Human Rights Code must be undertaken by all employees, volunteers and third parties providing services on behalf of the board. The training video has been created by The Ontario Human Rights Commission and is titled, Working Together: The Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) which achieves the training requirements for section 7 of the AODA.

TRAINING DELIVERY: Training, which is comprised of a series of videos, will be delivered online on the Ontario Human Rights Commission (OHRC) website. The online training videos have sound. Log onto the site below and follow the instructions:

[Working Together: The Code and the AODA](#)

Required fields are marked with an asterisk (*).

Entering your name in this text box counts as an electronic version of your binding signature

Your legal name as signature: *

I declare that I have completed the training *

Confirm **Cancel**

Adding a school to your profile

From the start page click **School Volunteers**.

Personal Account Settings | Student Registration

Change your Community Account Settings. This includes personal information and account recovery.

Register students for Simcoe County public schools.

Out of Attendance Area Requests | **School Volunteers**

Request moving a student to a school outside the regular area.

Volunteer for school activities in your area.

Click the **Add School** button to select a school.

Criminal Record Check: Incomplete

Accessibility Training: Complete

Schools Where I Volunteer - Click on a button for more details

Add School

Announcements

From the drop down list, select the school you wish to volunteer at, and select Confirm. **Additional schools may only be requested after the approval process has been completed with the initial school requested.** Each school admin will need to approve your request before you can volunteer.

Select the school you want to volunteer at and click Confirm which will send a request to the school.

What school do you want to volunteer at?

The school you add must be the school you have provided your CBC/VSS to.

Your Volunteer Portal Dashboard

On the Dashboard, you can see your volunteer status as well as any required documents.

Simcoe County District School Board | Contact Us | Home | Sign Out | COMMUNITY APPS

SCDSB Volunteer Portal | Jim Halpert Volunteer Profile

⊗ Your Criminal Record Check has not yet been approved by SCDSB
⊗ Adjala Central Public School is waiting for the school's approval

Required Documents - Click on a button for more details

- ⊗ Criminal Record Check Incomplete
- ✓ Accessibility Training Complete

Schools Where I Volunteer - Click on a button for more details

- ⊗ Adjala Central Public School Pending

Announcements

Published: May 21 | Title: Thing | Schools: All Schools

A few tips and tricks?

When I click on the training page link nothing happened.

Please check in your web browser settings or add-ons for pop-up blockers. Your web browser may be stopping any new windows from opening.

I can't continue on. I keep getting an error page.

Your login session may have timed out if it was left too long. Close the session and sign in again.

I don't know my password to get back in.

On the **Community Apps** login page, click the Login To Community Apps button, here you will find the **I have forgotten my password** link at the bottom of the page. Follow the instructions to reset your password.