



THANKS FOR VOLUNTEERING
TO CHAPERONE AND DRIVE
TO A SACRED HEART SCHOOL
FIELD TRIP

Dear Parent,

Thank you for taking time to volunteer to drive and/or chaperone on a Sacred Heart School field trip. In order to be a driver and/or a chaperone for Sacred Heart the school office needs to have the following on file:

- Volunteer Driver Information Form (with all information filled in)
- Emergency Information for Volunteers Form
- Volunteer & Church Personnel Criminal Background Check Authorization Form
- Photocopy of your automobile insurance card and registration card
- Verification of your driver's license (This entails you showing the school office your driver's license for verification. This has to be done only the first time you drive.)
- Protecting God's Children must have been completed and a copy of the certificate on file in the school office

The school office can copy your automobile insurance card and registration card for you.

Please note that once this process and forms are complete you are eligible to drive and/or chaperone field trips.

Thank you for your cooperation in this matter.

If you have any questions please feel free to call the school office.

Anne M. Pennisi
School Secretary