

LOMA LINDA ACADEMY

BACKGROUND CHECK

Volunteer Volunteers need to only fill-out the *BACKGROUND CHECK AUTHORIZATION* form and *SCHOOL VOLUNTEER COMMITMENT* form only. These are necessary for individuals who are participating in school activities, events, and/or accompanying students.

Volunteer Driver ALL forms attached need to be completed for individuals that are participating in school events and transporting students in their vehicles. Please submit a copy of your driver's license and insurance.

Background checks are valid for two years.

FIELD TRIP PARENT DRIVER GUIDELINES

When driving on a school sponsored field trip parents need to be aware of the following guidelines:

- 1. You **MUST** fill out a "Transportation Information Sheet." Include a copy of your insurance verification.*
- 2. Your car must be well maintained and in good running order.*
- 3. Each rider **MUST** wear a seat belt.*
- 4. Drivers must obey the traffic laws*
- 5. All accompanying parents are chaperons and are asked to make arrangements for the care of siblings, of any age. Siblings are not allowed to accompany a class on any field or recreational trip (refer to the Student Handbook.)*
- 6. The maximum number of riders in a full size van is 9 passengers, plus the driver, for a total of 10 occupants. A maximum of 6 students can ride in a mini van with 1 parent, for a total of 7 occupants, if that parent driver feels comfortable with the group of children. A parent driver may request an additional adult passenger in the car for supervision.*
- 7. The teacher will provide a clear and concise map/directions to your field trip destination.*
- 8. If you have any questions or feel uncomfortable about driving to a particular location due to distance, or traffic, or if you would like another adult to help with supervision in your car, please let the classroom teacher know. If you are uncomfortable with the number of students assigned to ride in your car or with the group of students please let the classroom teacher know and adjustments will be made.*
- 9. Teachers will give each driver "Consent to Treat" forms for the students riding in his/her car. These should be kept with the parent at all times.*
- 10. Drivers must be at least 21 years of age.*

We appreciate your willingness to drive on field trips. We want you to have a safe and enjoyable experience. Please feel free to contact the Elementary Office if you have any questions or concerns about your obligations as a parent driver.

COMPREHENSIVE VOLUNTEER

CONFIDENTIAL

Background Check Authorization

Please fill out completely and return with payment to the Elementary Office or your child's classroom

Print Name: _____
First Middle Last

Social Security Number: _____ - _____ - _____ Date of Birth: _____

Current Address Since: _____
Mo/Yr Street City State/ Zip

Previous Address From: _____
Mo/Yr Street City State/ Zip

Alias (AKA): _____
Last First Middle

California Driver's License Number: _____

CHECK ONE ONLY:

\$10.00 Volunteer \$17.00 Volunteer Driver

Office Use Only	
Paid by: Cash _____	Check# _____
Date _____	Initials _____

Submit cash or check made payable to LLA

The information contained in this application is correct to the best of my knowledge. I hereby authorize Southeastern California Conference and its designated agents and representatives to conduct a comprehensive review of my background verification of social security number, criminal history records from any criminal justice agency and driving records if needed.

This information is held confidential by Administration. Individuals with three (3) or more points, and/or three (3) or more traffic violations, and/or any major traffic violations will not be allowed to drive on field trips or activities until their record has been cleared. Those not cleared will be notified by Administration.

Volunteer Signature

Date

Child(ren) Name(s)

Grade(s)

Teacher(s)

School: Loma Linda Academy - Elementary

Assignment: Varied

Principal or Designee Signature

Date

Background Verification Report received on: _____
Date

Cleared Not Cleared

MAIL/RETURN COMPLETED FORM TO:

Loma Linda Academy - Elementary
10656 Anderson Street
Loma Linda, CA 923

Timothy Rawson, Associate Treasurer Signature
