

***Please fill out
1 per volunteer**



CHAPERONE GUIDELINE FORM

The Rudyard Christian School Board authorizes the use of chaperones during field trips, school program practices, and fundraisers organized by the school. The chaperone guidelines include, but are not limited to, the following:

- All chaperones must complete this form prior to the scheduled trip and are subject to a background check with the Michigan Central Registry. Chaperones must be approved in advance by the Rudyard Christian School Board or Board designee.
- Chaperones are to be used only in an auxiliary capacity under the direction and supervision of the designated School employee or Board member and may not be used as a substitute for School employees or Board members.
- Chaperones are volunteers and shall not be considered employees of the Rudyard Christian School for any purpose. Chaperones are not compensated for their services; however, they may be eligible to submit their time for Earn Back Hours to be applied to a reduction in their tuition.
- Chaperones are to comply with all laws, school policies, rules, and regulations.
- Parents who accompany their children as Chaperones must allow students to be governed by school rules and expectations.
- Chaperones shall not possess, consume, use, distribute, or be under the influence of alcohol, tobacco, or drugs at any time while acting as a Chaperone.
- Chaperones must assume a full-time commitment to their responsibility and must follow these guidelines the entire trip.
- Student misconduct observed by or reported to a Chaperone must be immediately reported by the Chaperone to a School employee or Board member for handling in accordance with the school's disciplinary policy.
- This form should be turned into the school administrator at least one week prior to the trip.

I hereby request to be a volunteer Chaperone for the Rudyard Christian School. I have read, understand, and agree to abide by the above guidelines. I hereby release the Rudyard Christian School from any damage or liability in connection with or resulting from my services as a volunteer chaperone.

Printed Name

School Year

Signature

Date

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1 per volunteer**



FIELD TRIP DRIVER RELEASE FORM

The Rudyard Christian School Board authorizes the transportation of students attending the Rudyard Christian School in private vehicles for field trips, school program practices, and fundraisers as the school does not have bussing.

This form is to certify that I am legally licensed to drive in the State of Michigan and that I hold and will continuously maintain all vehicle insurances required by Michigan law for the operation of any and all vehicles used to transport Rudyard Christian School students relative to school-related events.

I understand that I will only transport as many students as there are seatbelts in the vehicle and that all children will be transported in booster seats when appropriate. I will maintain safe transportation for all students that I transport relative to school-related events: *I will not engage in any activity that might impair my ability to drive safely.* I will obey all relevant Michigan laws. I will not transport children in the case there is a lapse in: my insurance coverage; driver license; or my ability to legally drive.

I also understand that Rudyard Christian School will not be held liable for the repair of my vehicle(s) resulting from any accident or theft that may be incurred relative to school-related events.

*Drivers must also sign the "Chaperone Guideline" form.

Print Name

Driver License Number

Signature

Date

PLEASE ATTACH COPIES OF:

_____ **DRIVER'S LICENSE**

_____ **PROOF OF INSURANCE**

_____ **VEHICLE REGISTRATION**