



Authorization for Criminal Records Check Release of Information to Holly Academy

The undersigned is a candidate for volunteering at Holly Academy and has given academy officials permission to request and receive a criminal records check.

READ CAREFULLY-THIS DOCUMENT CONTAINS A RELEASE

Print Full Legal Name _____

Date of Birth _____

I hereby authorize Michigan State Police Department to send a copy of my criminal records check to HOLLY ACADEMY for the purpose of evaluating my qualifications as a candidate for volunteering.

I hereby release Michigan State Police Department, its individual board members, employees, and its agents, past and present, from any and all claims and/or liability whatsoever for any damages or consequences which may result from the pre-volunteer investigation, including the criminal records check, related to my consideration for volunteering at Holly Academy.

Dated _____

Candidate, Print Full Legal Name

Candidate, Signature

Dated _____

Academy Representative, Signature

Responsibility of Chaperones

It is a privilege to participate in Holly Academy field trips. Field trips are an important part of Holly Academy's educational program. It is imperative that you adhere to the rules and regulations that the academy has set.

I agree:

- A. Drivers must have a valid driver's license and proof of insurance.
- B. Make sure that all students are wearing a seat belt. As of July 1, 2008, all students that are under the age of 8 and shorter than 4'9" have to be fastened into a booster seat.
- C. Only Holly Academy students participating in the field trip will be allowed, no siblings-including siblings that attend Holly Academy.
- D. Chaperones will not be allowed to stop at any other place before or after the designated field trip.
- E. Chaperones must stay with their assigned group at all times.
- F. All chaperones must check in and out with the teacher at the location of the field trip.
- G. Souvenirs or any items should not be purchased for any student.
- H. No dispensing of medications/sunscreen for any reason.
- I. Prior to or throughout the duration of a Holly Academy field trip, all chaperones are prohibited from the consumption or use of alcohol, tobacco, or any narcotic.
- J. Any disruptive students are to be brought to the teacher immediately.
- K. All chaperones must actively participate in the field trip.

If any of the above rules are not followed, you will not be asked to chaperone another field trip.

Parent Signature

Cell Phone# (if available)

Date

Waiver of Liability

The School District does not provide liability coverage to non-district personnel serving as volunteers for the School District. The purpose of this waiver is to provide notice to prospective volunteers that they do not have insurance coverage by the School District and to document the volunteer's acknowledgement that they are providing volunteer services at their own risk.

By your signature below:

1. You acknowledge that the School District does not provide insurance coverage for the volunteer for any loss, injuries, illness, or death resulting from the volunteer's unpaid service to the School District.
2. You agree to assume all risk for death or any other loss, injury, illness or damage of any nature or kind, arising out of the volunteer's supervised or unsupervised service to the School District; agree to waive any and all claims against the School District, or its officers, Board Members, employees or agents for loss due to death, injury, illness or damage of any kind arising out of the volunteer's supervised or unsupervised service to the School District.

Date

Signature of Volunteer

Printed Name of Volunteer

Volunteer Information Form

New Parent: Yes

Returning Parent: Yes

If you are a returning parent, have you attended a training class in the past? Yes No

Only one form needs to be filled out by each volunteer each school year. Please print clearly in ink.

Name

Last First Middle Phone

Address

Street City State Zip Code

Emergency Adult Contact _____

Phone _____

Children's Name

Grade

Homeroom teacher

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you ever been convicted of a felony? Yes _____ No _____

If you answered yes, please list all offenses.

Offense

Date

Place

_____	_____	_____
_____	_____	_____