

PACE Field Trip Chaperone – Volunteer Driver Expectation.



1. I have completed the Online Volunteer Application and approved for Level 2 Background status by NSD and have the badges on file with PACE and Lockwood Office. I completed, signed, and submitted the Vehicle Authorization Form and a photocopy of Proof of Insurance to the Lockwood office before the field trip.
2. I understand that NSD policy does not allow private automobile use for field trips before 4th grade.
3. As a chaperone, I will carry with me at all times the Field Trip Permission forms and Emergency Contact List for those students in my care.
4. I will not use cellular phones while the car is in motion (for any purpose except navigation). I will not smoke during the duration of the field trip.
5. Students may not use electronic devices or watch a movie while in a vehicle during school field trips. Any music played must be age appropriate.
6. I understand that as a driver on a field trip I am responsible for the safety of all the children in my vehicle. I will ensure that every child wears an appropriate lap and shoulder seat belt and rides in a booster seat, if necessary. PACE will provide a booster seat, if required. Under Washington State Policy (RCW 46.61.687) all children who are less than 4'9" tall must ride in a booster seat. No student under thirteen may sit in a front seat.
7. I understand that students may not change from one carpool to another during a field trip unless authorized by the teacher.
8. I acknowledge that, in accordance with PACE Handbook section 7 Field Trip Guidelines, I must not make any unscheduled stops during field trips (except to stop for student misbehavior). This includes stopping for gas, snacks, or forgotten items at home. If my carpool is running late and may return later than 15 minutes before the end of school day, I will contact Lockwood Elementary staff to inform them of the late arrival.

Signature of adult volunteer

Date

Printed name

PACE Classroom teacher and grade