

BACKGROUND CHECK

(2017-18 school year)

Parents, if you feel you will volunteer in any aspect during the school year, you must complete a Background Check. Beginning July 1, 2016, you must now use the **secure** online portal through Protect My Ministry, <https://www.ministryopportunities.org/SPLBocaRaton>.

This will eliminate the need to complete and hand in sensitive information.

The school office will be notified via email when parents have completed the online form, and the background check is being processed. We ask that you do this in July or August, 2017, but please be aware requests must be submitted at least 2 weeks prior to a field trip.

If any other family members plan to volunteer, they must submit the form available in the school office and pay a \$25 fee two weeks prior to the trip or event. If you plan to drive on a field trip, you must complete the Drive Approval Form. We also must ask that siblings do not attend field trips. All chaperones should dress modestly.