Lake Shore Public Schools

Violet Elementary School

22020 Violet Street

St. Clair shores, MI 48080

(586) 285-8700

Elizabeth Netschke Christopher Loria

Principal Superintendent

September 10, 2015

To All Violet School Families:

To be in compliance with the State and Federal requirements for volunteering in Public Schools, Lake Shore Public Schools has changed its procedures for volunteering.

If you have any interest in chaperoning a field trip, working at a school event (Fun Walk, Field Day, PTO event etc.), helping within Violet Elementary, or volunteering in any way, please follow these procedures:

1. Please visit the School Office to pick up a Child Protection Volunteer form. Please present your driver’s license or State of Michigan I.D. This will be copied in the office and sent with your completed form to the dept. of Human Resources. Every effort will be made to protect the confidentiality of these documents.

(Your old forms are no longer valid. Even if you have filled one out in the past, you must fill out a new form this year and every year from here on. This form can only be picked up and returned to the office as a copy of a driver’s license or State of Michigan ID is required upon return of the form.  Your ID will be copied in the office. We cannot accept a copy from you.)

2. Please complete and return the form with your ID at least 2 weeks prior to the event for which you are volunteering. If your form is not on file 2 weeks prior to the activity you are hoping to volunteer for, you will not be able to volunteer.

Once this process is completed, your name will be submitted and rechecked for every event for which you wish to volunteer. You will not fill out another form until next year.

If you have any questions, please contact Mrs. Netschke or Violet's office staff at (586) 285-8700.

Sincerely,

Elizabeth Netschke