



Elementary and Middle School Parents: Driving on Field Trips

For parents and caregivers of Elementary and/or Middle School students interested in chaperoning field trips, VMS requires the following:

- [Live Scan Background Check](#) (We recommend the Postal Annex in the Lucky's Shopping Center near VMS as a convenient choice.)
- [Driver Policy Form](#)
- [Driver Chaperone Guidelines](#)
- A copy of your driver's license
- A copy of your insurance card
- A copy of your [Driver Record Report](#) (easily accessed through this link on the DMV website)

Caregivers can return the forms to Nichole Phillips at the front desk or via email at nphillips@vmschool.org. The LiveScan only needs to be completed once. The rest of the forms will be good for one year.