March 3, 2017

Dear Parent/Guardian of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

Thank you again, for volunteering to chaperone our very exciting field trip to see Aladdin on Broadway. The trip is scheduled for Wednesday, **May 3rd** and we will be traveling in chartered coaches to the New Amsterdam Theatre. Please send in your final payment in the amount of **$60.00** by **Friday, March 17, 2017.** Checks should be made payable to “Poquessing Middle School”.

As a reminder, it is very important that chaperones have their clearances on file in the main office.

Below you will find the most up-to-date clearances we have for you on file:

\_\_\_\_\_ Volunteer Affirmation

\_\_\_\_\_ Arrest Conviction

\_\_\_\_\_ PA Child Abuse

\_\_\_\_\_ PA State Police

\_\_\_\_\_ FBI

Of these two, only one is required.

\_\_\_\_\_ Notarized Affidavit

All of the information you will need can be found on District website ([www.neshaminy.k12.pa.us](http://www.neshaminy.k12.pa.us)) under “Volunteer Info”.

Please make sure all clearance paperwork is submitted to the Main Office **by Friday, April 7th.** If you have any questions regarding your clearances, please contact Maryann States at 215-809-6210 or [mstates@neshaminy.k12.pa.us](mailto:mstates@neshaminy.k12.pa.us)

Thank you,

Team A Teachers