

# Citrus County School District

## Chaperone Application (updated 11/09/21)

☐ Check for Concession Stand or Football Chain Crew

EVERY ADULT WHO WISHES TO GO ON A FIELD TRIP MUST FILL OUT AN APPLICATION AT LEAST THREE WEEKS PRIOR TO THE DATE OF THE FIELD TRIP. (ONE adult per application) Note: Applications with a background history could possibly take longer to process.

Applications **MUST** be completed EACH SCHOOL YEAR and should include the name(s) of each of your children and the school that each child attends. Please attach a separate sheet of paper if necessary.

First	Middle	Last
Maiden Name/Previous Surnames/Alias		Phone #
SSN	Date of Birth	Race
Gender		
Physical Address (Street, City, State, Zip)		Email
Relationship to student(s):		
Student Name _____ Teacher _____ School _____ Student Name _____ Teacher _____ School _____ Student Name _____ Teacher _____ School _____		

### Security Questions:

In order to be considered for chaperoning in the Citrus County School District, a criminal history check will be conducted. You must answer all background information. Acknowledgement of a prior arrest and/ or conviction will not automatically disqualify you from consideration for chaperoning. However, your omission of any criminal history information may subject you to disqualification. Any false statement knowingly made in this application is grounds for disqualification to chaperone in the Citrus County School district for a minimum of one year.

1) In relation to a criminal offense (including dismissed or dropped, military and juvenile arrests/charges); have you ever (been):

- Arrested
- Charged
- Convicted
- Pled nolo contendere (no contest)
- Had a record sealed or expunged
- Placed on probation
- Enrolled in a pretrial diversion program
- Had adjudication withheld in a criminal offense, felony or misdemeanor

YES \_\_\_\_\_ NO \_\_\_\_\_

If you answered yes to question 1, please fill in boxes provided below & attach documentation (arrest report, final disposition, proof of completed probation, etc) Failure to provide this information and documentation will delay the application process.

Date (mm/yyyy)	Location	Actual Charge & Statute #	Level of Charge	Disposition/Outcome

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2) Are you currently being investigated for any criminal offense, other than a non-criminal or minor traffic violation?

YES \_\_\_\_\_ NO \_\_\_\_\_

3) Have you ever had a report of child abuse or sexual activities involving a minor filed against you or been named by a state agency responsible for child welfare as a perpetrator in an indicated report of child abuse or neglect where cause was found?

YES \_\_\_\_\_ NO \_\_\_\_\_

**If you answered yes to question 2 or 3, please provide an explanation. You must attach all corresponding documentation when submitting your application. Applications without documentation will not be accepted.**

Have you been approved as a Citrus School District chaperone in the past? YES \_\_\_\_\_ NO \_\_\_\_\_  
If yes, what school year? \_\_\_\_\_

**(Note: Any and all criminal history documents provided to or acquired by the Citrus County School Board during the chaperone application process are considered property of CCSB and will not be returned or produced to the applicant.)**

A clear and legible copy of your current Driver's License MUST be attached to this application to complete the process. All applications MUST be returned signed and dated.

- I hereby certify that each answer is true and correct
- I understand that any incomplete or false information furnished by me may disqualify me.
- I understand my name must be listed on each student's emergency form to chaperone.
- I understand after the dated/signed application that it is my responsibility to report within 48 hours of an arrest or new charge as it may or may not have an adverse effect on my chaperone status (Human Resources, 352-726-1931 ext. 2730).
- I understand that failure to report will be an automatic decline for that school year.
- I understand that any information submitted on this application is public record.
- I understand that the School Administrator has the final authority over the selection of field trip chaperones.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

### School Contact Use

Emergency Form Checked: \_\_\_\_\_

Custody Restrictions? \_\_\_\_\_

Relationship to Student confirmed: \_\_\_\_\_

Fieldtrip Date:

**This application must be returned the school  
Applications are not accepted at the District Office.**