

## How To Chaperone A CMS Field Trip

There are a few items to complete to become a chaperone, including the Rockdale County Public Schools online Compliance Modules. Once you have completed the Compliance Modules, you must forward each module confirmation email you receive to Ms. Tomlinson, CMS Parent Liaison ([ltomlinson@rockdale.k12.ga.us](mailto:ltomlinson@rockdale.k12.ga.us)). Please contact CMS to receive a copy of this year's Compliance Modules, instructions, and log-in information, if you would like to be a chaperone.

Additionally, you must schedule fingerprinting and criminal background check with Rockdale County Sheriff's Office at your convenience. Be sure to inquire about the method of payment RCSO accepts, so you are prepared upon arrival. The CMS Principal, Mrs. Gooden ([fgooden@rockdale.k12.ga.us](mailto:fgooden@rockdale.k12.ga.us)), will need the form upon completion notating your status. The findings/documents of your background check and compliance module confirmations will be kept on file at Conyers Middle School.

If you have other children at Conyers Middle, or who will attend CMS in the next two years, you may want to consider signing up to become an RCPS Mentor. If you would like information about mentoring, the CMS Parent Liaison will be happy to help you with that process.

Chaperones must ride the bus with the students, staff, other chaperones, and follow guidelines set forth by the Advisor/Staff Member organizing the field trip.

It is recommended interested chaperones begin this process early as RCSO may have a backlog with turnaround time. If you have additional questions let Ms. Tomlinson know, 770-483-3371, ext. 23128 or [ltomlinson@rockdale.k12.ga.us](mailto:ltomlinson@rockdale.k12.ga.us) . Thank you.