May 15, 2015

![C:\Users\s.ferren\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\7PLQVM5X\fieldtripbus[1].gif]()Dear Kinder Families,

The Kindergarten Team has begun planning our year end trip **to Santa’s Village in Bracebridge on Thursday June 18th.** We will be leaving the school promptly **at 9:00 AM** and will return to ASES by 3:00 PM in time for students to catch buses home at the end of the day. In the event of inclement weather, we plan to go to Santa’s Village on Friday June 19th.

We require many volunteers in order to ensure that our young students are safe. Trillium Lakelands District School Board has a policy for field trips that requires a ratio of **one adult to every four Kindergarten children on the trip**. Since volunteers are needed to keep our participating students safe, volunteers are not permitted to bring other children with them who are not currently in the classes involved in the excursion. The **cost for volunteers is $15.00.** Volunteers are welcome to ride the bus (first come first serve basis) or drive themselves and join us at Santa’s Village. Volunteers must have a **current Criminal Reference Check (CRC) on file in the ASES office.** For those who do not have one on file but would like to join us, please stop by the ASES office to complete the CRC forms as soon as possible since there is a 2 week turn-around for the paper work to process. If you have already obtained a Criminal Reference Check previously, please stop by the ASES office to sign your Annual Defense Declaration for 2014-2015. If you have already completed and submitted both, you are set to go. Please note **that there is no cost** to complete a Criminal Reference Check. And, once you have completed a Criminal Reference Check, you do not need to do it again. You do however need to sign an Annual Defense Declaration once a year to keep your CRC papers current. Please note that both of these forms can be obtained at the ASES office.

If you are interested in volunteering on our year end trip, please complete the bottom portion of this letter and **submit your Criminal Reference Check and Annual Defense Declaration forms to the ASES office by Friday May 29th**. In the event that we do not have enough volunteers between the 3 classes to ensure a 1:4 ratio, we will be unable to proceed with this excursion.

**We will send home a permission form and student payment information as well as more information about our itinerary and what to bring at a later date.** For now, we want to ensure that we have enough volunteers that are able to commit to this date.

Thank you so much for considering joining us and helping out. If you have any questions or concerns, please do not hesitate to contact your child’s teacher.

Sincerely,

The ASES Kinder Team

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Volunteer’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please check:

* I am able to volunteer
* I already have a current Criminal Reference Check on file in the ASES office
* I have already signed my Annual Defense Declaration in the ASES office this school year.
* I will complete or submit my Criminal Reference Check at the ASES office before May 29th.
* I will sign my Annual Defense Declaration in the ASES office before May 29th.
* I will drive myself to Santa’s Village
* I would like to ride the bus