



Families – Don't Miss Out on Chaperoning Field Experiences – Get Your DCPS Volunteer Clearance!

Parents Play an Integral Role in Brent's Field Experience Program

Through Brent Elementary's robust field experiences program, students extend learning from the classroom to the world. Whether it is taking a performance at The Shakespeare Theater, touring the Supreme Court or camping at Calleva, our students take advantage of the vast cultural, historical and environmental resources in our area.

DCPS volunteer clearance is a process that ensures adults working with students have current health and background checks. This volunteer clearance is required for field experience chaperones.

Parents play an integral role by serving as chaperones for field experiences. Being a field experience chaperone is a terrific way to connect with your child's classroom community and learning experiences. However, all chaperones MUST have a DCPS volunteer clearance. Please review the three steps below and start the process today. Brent's field experiences launch in October so don't delay in completing the volunteer clearance process. If you have any questions, please reach out to Denise Diggs at denise.diggs@k12.dc.gov.

Exceptions

Exceptions may be granted to the above process in the following situations:
1. You are volunteering for a one-time, on-campus event, like Career Day or Field Day.

2. You are a potential volunteer with an active secret or top secret federal security clearance. Individuals in this group should complete the Federal Security Clearance Verification letter in lieu of being fingerprinted with DCPS. The original signed verification form, a copy of a state issued photo ID, and TB test taken within the last 12 months should be emailed to dcps.clearance@dc.gov.

Obtain a Volunteer Clearance in Three Steps

1. Complete an Application

Go to <https://octo.quickbase.com/db/bg37a864v> to complete an online application.

2. Obtain TB Test

Complete a TB test or obtain documentation showing cleared TB test results from the last 12 months. Brent will be offering TB testing on September 17 and 20, skin prick on September 17 and skin read on September 20.

3. Go to DCPS for Fingerprinting

Report to DCPS Central Office (1200 First Street NE, 10th Floor) during operating hours to complete the fingerprinting process. Bring negative TB test results and government issued ID.

Receive a volunteer clearance letter via email and submit it to the Brent main office.

DCPS Volunteer Clearance Contact Information

email: dcps.clearance@dc.gov

website: <https://dcps.dc.gov/page/volunteer-our-schools>



www.brentelementary.org