

(RETURNING FAMILY) PARENT / ADULT CO-OP FORMS for

STUDENT NAME(S) (LAST, FIRST)

ADULT NAME (LAST, FIRST)

Box Checked if \$30 Fee Due to Submit Background Forms:

Checked if

Required:

Required Every Year:

Sworn Affirmation of No Criminal Background (complete and sign enclosed form)

Four Hours of Parent Education over School Year (opportunities provided and your participation documented by SHPS)

Required Every Two (2) Years:

Adult TB (Tuberculosis) Test or Clearance Statement from Doctor/Clinic (form enclosed)

Required Every Three (3) Years:

A \$30 fee made payable to "SHPS" is required for us to submit the forms listed below to these agencies on your behalf.

Va Dept. of Social Services (DSS) /Child Protective Services (CPS) Release of Information Form (complete and sign enclosed form – *YOUR SIGNATURE MUST BE NOTARIZED*)

Va. State Police Criminal History Record (complete enclosed form)

Required for Returning Co-Opers if a Gap of One Year or More:

Recognizing Child Abuse & Neglect Video Training & Quiz Certificate

Follow the link below. At the conclusion of the quiz, you must print out and turn in the Certificate to the office:
Training & Quiz: http://www.dss.virginia.gov/family/cps/mandated_reporters/cws5692/index.htm

Co-Op Training

Attend one of the "New to Co-Oping Training" sessions during your child's first week of school (see separate "Start of School Schedule" for available days/times).