

Rock Creek Elementary Parent Chaperone Information

Thank you for your interest in becoming a chaperone for our school field trips. It is a very important role as a volunteer to accompany our students while they are off campus. Instructions are detailed below for becoming a screened volunteer. If you have any questions, please contact the school office at 636-980-1800.

The DEADLINE to register to be a SCREENED VOLUNTEER is February 15, 2026, so please don't delay.

How to become a screened volunteer for chaperoning field trips:

1. Visit the Fort Zumwalt School District website at the following web address:
<https://www.fz.k12.mo.us/page/volunteers>
2. Scroll down until you see "Ready to become a screened volunteer?"

Step 1: Complete the application.

Click on the box that reads "Screened Volunteer Application". Complete the FZSD Screened Volunteer Registration Form.

Step 2: Schedule an appointment to complete your fingerprint check.

Click on the box that reads "FBI Fingerprint Instructions". You will schedule an appointment to complete your fingerprint check on this page. Please note, you MUST register with the 4-digit code associated with Fort Zumwalt which is listed on that page. (Fingerprint cost is approximately \$44.)

Step 3: Complete the Family Care Registry.

Click on the box that reads "Family Care Safety Online Registry". Register with the State of Missouri Department of Health and Senior Services Family Care Safety Registry. (Registry cost is approximately \$15.)

3. Fill out the building-level Fort Zumwalt School Volunteer Request Form (paper copy or PDF) and return it to the RCE office.
4. When the teacher reaches out asking for parent volunteers to chaperone on their class field trip, communicate with the teacher you are interested in being a chaperone.

Turn Over for FAQ -->

Rock Creek Elementary Parent Volunteer and Chaperone Information FAQ:

#1: My background check was done in the last six years through Fort Zumwalt. Is there anything more I need to do?

Answer: Yes, you MUST complete the FZSD Screened Volunteer Registration Form in Step 1 by 02/15/2026 and MUST have a building-level volunteer form on file with the school.

#2: I have had my fingerprints done for my job but not for Fort Zumwalt. Do I still need to get them done?

Answer: Yes. Each employment entity has its own code. You will need to get your fingerprints done again with the FZ code listed on the FBI Fingerprint Instructions page.

#3: I am already registered with the Missouri Department of Health and Senior Services Family Care Safety Registry. Do I need to register again?

Answer: No, you do not need to register again. However, you should verify that your registry is still on file on the Family Care Safety Registry website.

#4: I have had my background check done for Fort Zumwalt previously to chaperone on a field trip. Do I need to do them again?

Answer: It depends on how long ago you had your background check done. Fingerprint checks are good for six years. If you are unsure, please contact the school to verify your fingerprints are still active.

#5: I have completed my background check and have been notified I am an approved volunteer. Will I automatically be able to go on the field trip now?

Answer: Unfortunately, no. When teachers reach out looking for chaperones, you must communicate with the teacher that you would like to be a chaperone. There are field trips that only allow a limited number of chaperones.

#6: Should I wait to be chosen as a chaperone before getting my background check and fingerprints done?

Answer: NO!!! If you believe at some point you would like to volunteer as a chaperone while your child attends our school, it is best to have your background check and fingerprints done ahead of time. They are good for six years!

#7: How long does it take to become an approved volunteer?

Answer: It can take up to 8 weeks to get the results of your background check. Please do not delay. You will not be able to attend the field trip if we do not get the results back in time.