



ÉCOLE ROCHESTER ELEMENTARY SCHOOL
411 Schoolhouse Street
Coquitlam B.C.
V3K 4Y7
(604) 939-4624
rochester@sd43.bc.ca

Please note these forms will not be up and running till Sept 17,2018.

School Policy eForms ****NEW THIS YEAR**** In order to complete this form, you will need to log into your School Cash Online account. Go to <http://www.sd43.bc.ca/school/Rochester/Parents/Forms/Pages/default.aspx>

This form will ask your permission for things such as, if you approve your child to have their photo included in various school materials (should there be any in the school year), neighbourhood walking fieldtrips, and also ***VERY IMPORTANT*** if you wish to *continue to receive* e-newsletters and e-notices during the school year. If you request to receive e-newsletters & e-notices, you will need to provide the email address! Please use a semi-colon (;) between addresses if there are more than 1 email addresses to send this information to.

Please complete the School Policy eForm by Friday, September 24, 2018!

Parent Volunteer eForms (optional): ****NEW THIS YEAR**** In order to complete these 2 volunteer forms, you will need to log into your School Cash Online account. Go to <http://www.sd43.bc.ca/school/rochester/Parents/Forms/Pages/default.aspx>

On occasion, your child's classroom teacher may require parent volunteers for a fieldtrip in order for the fieldtrip to take place. Also, parents may be asked to help with driving for various extra-curricular school events ie. sporting event, Club Events, etc. **To avoid delays in becoming an approved parent volunteer, please ensure all forms are completed and submitted to the office early in the school year.**

✓ **Volunteer Application eForm**

✓ **Volunteer Driver Application/Certification eForm**, which includes providing the school with your ICBC abstract.

- To obtain your abstract you can contact ICBC by phone (1-800-950-1498) or by doing a google search for "ICBC Abstract". NOTE: you will need your BCDL #.
- Have ICBC email you your abstract for your files, and then forward a copy to abuchan@sd43.bc.ca

✓ **Criminal Record Check (valid for 5 years)**. A fee waiver form is available for you to bring to the local Coquitlam RCMP detachment. Go to Rochester website and look for the Crim Check to RCMP so you can print this off and bring into your local RCMP detachment.

NOTE: all parent volunteer forms need to be completed for every school year, except for your CRC. Your Criminal Record Check is valid for 5 years. If you have submitted one to another school **within School District 43** last school year and it is still valid, you can get a copy of this and bring it to our school office. If you have submitted one to the Rochester School office last year, please check at the office if it is still valid.

Without these completed forms you are still able to drive your own child; however, you cannot drive a group of students.

IF YOU DO NOT HAVE A SCHOOL CASH ONLINE ACCOUNT, here's how to get started:

1. Go to <https://sd43.schoolcashonline.com>
2. Click on "Get Started Today"
3. Create your account
 - Enter first and last name; click continue
 - Enter fields: address, phone number, e-mail address; click continue
 - Choose a password and security question
 - Make sure to OPT IN to receiving e-mail notifications for updated school information

Thank you for your participation!

~If you are receiving these notifications from Rochester Elementary School, please email abuchan@sd43.bc.ca stating you wish to be removed. Within 10 days of your request, you will no longer receive these emails.