



Sacred Heart Parish School

In order for parents to volunteer in the classroom, drive or chaperone on field trips, or volunteer to coach, the following items must be completed and turned in to the office. These items are mandated by the Diocese of Monterey.

1. Fingerprinting through Hollister County School Offices
(You cannot substitute any fingerprinting you may have had done with prior or current employment. You must use our Diocesan form and have the fingerprinting done specifically for our school site. This only needs to be done once and you will be cleared for the rest of the time your child attends SHPS.)
2. You need to obtain a TB test (PS only) from your physician. (This needs to be completed every 4 years – please keep a record for renewal.)
3. You need to complete an online video course called Shield the Vulnerable. (This only needs to be done once and you will be cleared for the rest of the time your child attends SHPS.) To complete this training, please log in to your Beehively account and scroll down to External Links and click on Shield the Vulnerable. Create an account and complete the course. At the end of the course print out the completion certificate and provide the office with a copy.

In order to be a driver on any fieldtrip or for any school event, in addition to the above items, you need to complete the following:

4. Provide the office with copies of valid driver's license and vehicle insurance. (PLEASE BE AWARE - if your driver's license or vehicle insurance will expire sometime during the school year, please keep a record and make sure the front office gets updated copies immediately upon renewal.) THIS NEEDS TO BE DONE ANNUALLY – SO IF YOU DID IT LAST YEAR, YOU WILL NEED TO DO IT AGAIN.
5. You will need to complete an online driver safety video provided by the Diocese of Monterey. (This only needs to be done once and you will be cleared for the rest of the time your child attends SHPS.) To complete this training, please log in to your Beehively account and scroll down to External Links and click on the Driver Training link. Click on that item and it will take you to the safety video. Create an account and complete the course. At the end of the course print out the completion certificate and provide the office with a copy.