

# Saint Therese Academy

6046 Camino Rico  
Phone: (619) 583-6270

San Diego, CA 92120  
Fax: (619) 583-5721

## REQUEST FOR CLASS FIELD TRIP

I request that my child \_\_\_\_\_ be allowed to attend the scheduled trip listed below:

Destination: San Diego Food Bank

Date of Trip: Thursday October 19th, 2017

Leave School At: 8:20 AM Return To School At: 12:30 pm

- Bring A Sack Lunch      # of Chaperones Needed: 8       Yes, I Can Chaperone  
 Wear Spirit Dress       Wear Regular School Uniform       Wear Dress-Up Day Uniform

Special instructions: Students should bring a snack but we will have pizza for lunch @ school when we return from the food bank.

Cost Per Student: \$ 11.00      Cash / Check # \_\_\_\_\_ (made payable to STA)

Permission Slips and Payment Due By: Tuesday October 10th

I/We, the undersigned parent(s) and/or duly authorized guardian(s) of the above named child, request permission for our child to participate in the above mentioned field trip.

I/We further release St. Therese Parish and St. Therese Academy and all of its agents and employees from any liability arising out of any damage or injury which may or might be suffered by the above referenced minor child during the course of these activities, including all of the time the child is away from the school grounds.

In the event of any medical emergency, I/We further request that the decision made by the school or any and all of its agents relating to the provision of medical assists be carried out.

\_\_\_\_\_  
Parent/Guardian Signature / Relationship      Date

In case of emergency please call:

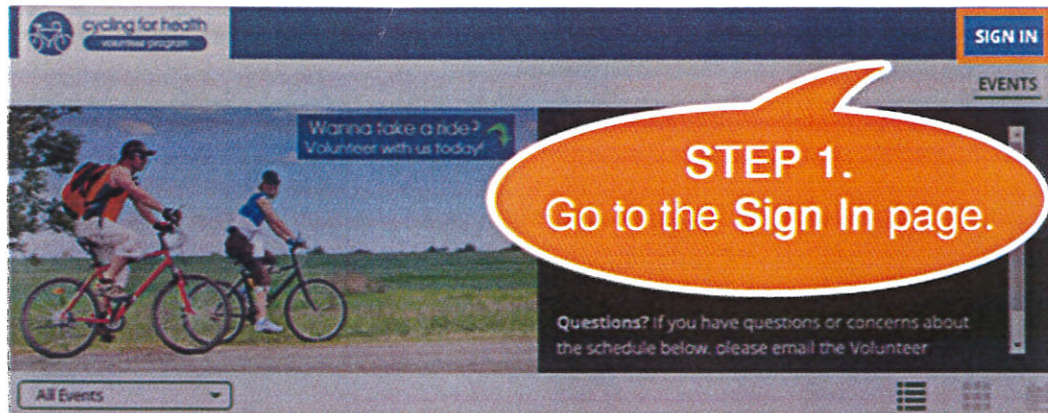
Mother: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work/Home \_\_\_\_\_

Father: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Work/Home \_\_\_\_\_

Other Authorized Person: \_\_\_\_\_ Relationship \_\_\_\_\_  
Cell Phone \_\_\_\_\_ Work/Home \_\_\_\_\_

# HOW TO CREATE A NEW VOLUNTEER ACCOUNT

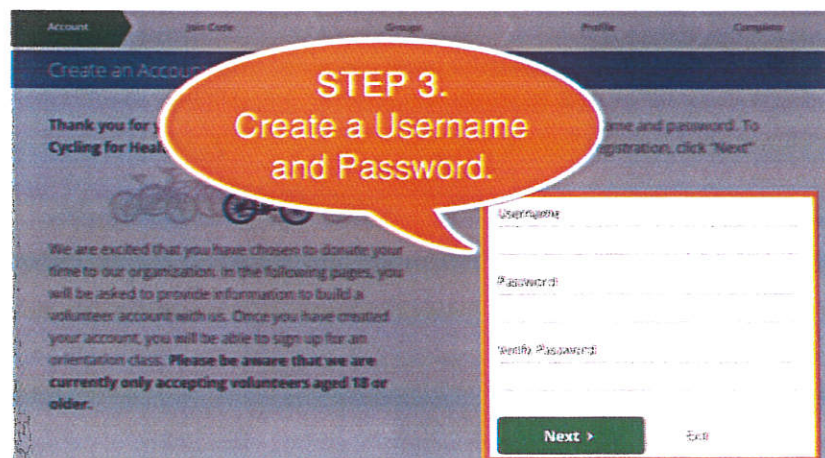
Step 1.  
Click **Sign In** in the upper right corner.



Step 2  
Click **Create an Account** in the lower-right corner



Step 3  
Enter a Username and Password, then click **Next**.





### Step 4

If you were given a special Join Code, enter it and click **Next**. If you do not have a code, just leave the field blank and click **Next**.

**STEP 4.**  
If you were provided a Join Code, enter it here.

Account Profile Complete

Join Code

Got a join code?

**Group Volunteers:** Please enter the join code we provided to your organization on the right. The field is case-sensitive.

**Individuals:** Please leave the field blank and click "Next."

If you have a join code, enter it below and click "Next." If you do not have one, leave the field blank.

Next > Exit

### Step 5

Check any boxes that apply to you and click **Next**. If none apply, just click **Next**. Court Ordered Volunteers MUST identify as such. Failure to do so may result in dismissal.

**STEP 5.**  
Check any options that apply to you.

Account Profile Complete

Groups

Check all that apply.

Select any groups that apply to you from the list to the right.

I need community service hours.

I'm interested in Administrative opportunities.

I'm interested in Sporting opportunities.

I am bilingual (Spanish/English).

Next > Exit

### Step 6

Complete the application form and click **Next** at the bottom of the page.

**STEP 6.**  
Complete the form.

Account Join Code Groups Profile Complete

Profile Information

Complete the form below.

\* Indicates required field

Full Name

Email Address

Home Address

City State Zip

## Food Bank Shift Registration

**Each person** in the group **must** sign up for the shift – which includes kids, friend, significant other, family member, etc. **Please sign up your child by Tuesday October 10<sup>th</sup>. If you are chaperoning, you must also create an account and sign up.** Any unused volunteer slots will be **released** for other community volunteers to sign up **1 Week in advance of the shift.** To sign up for the shift all volunteers must sign in to their account, scroll to the event date and the green “sign up” circle next to the date.

Instructions for volunteers **new** to Jacobs & Cushman San Diego Food Bank: (Visual Instructions attached)

1. Visit <http://sdfb.volunteerhub.com/account/signin>
2. Click “Create an account”
3. Create a user name and password, click next
4. Enter join code “**stta1**” (join code is case sensitive), click next
5. Fill out account information and click “finish”
7. Scroll to the event date **10/19** and register for the shift **Morning Shift Warehouse Volunteer 9am – 12noon** by clicking on the green sign up circle next to the shift.

Instructions for volunteers with an **existing** Jacobs & Cushman San Diego Food Bank **volunteer profile but new to your group:**

1. Visit <http://sdfb.volunteerhub.com/account/signin>
2. Sign in with existing user name and password
3. Click “Your Account” in the upper right corner of the screen
4. Click on “join code” box
5. Enter join code “**stta1**” (join code is case sensitive) .
6. Click “join” and “go to my account” on the pop up screen.
7. Scroll to the event date **10/19** and register for the shift **Morning Shift Warehouse Volunteer 9am – 12noon** by clicking on the green sign up circle next to the shift.