

# **Elementary: Going Out Permission Slip**

## **What is a Going Out?**

Going Out is not a “field trip” for the entire group; it is an activity organized by 2 or 3 students who would like to seek some additional information for a particular project or interest. This activity provides many organizational and practical life opportunities for the small group. The class has procedures for scheduling a going-out. Students must have reached a level of personal responsibility to be trusted to conduct themselves on such an adventure.

Reasons for Going Out can consist of:

- To gather more information about a research topic
- To get groceries for a cooking project
- To get consumables for the classroom or special projects
- To go to the public library

[Click here to read more](#) about Going Outs on the AMI Global website (our Montessori accrediting body).

## **Specifics**

- Groups will be limited to a reasonable number of children, and an adult will accompany the children at all times.
- All children will use a seat belt when traveling by car, and children will not sit in the front seat of a vehicle. Any child requiring a car seat/booster seat may bring their own or borrow one from the school. Children who are under eight or under eighty pounds will require a booster seat, whether they use one outside of school or not.
- Part of this work teaches children how to use a phone and send emails. There will be times that you get a phone call from the school or the MEMS Elementary phone. This number will appear as "Jeremy Grogan" from Austin, TX at (737) 615-2485. This call will be in regard to your child(ren) calling to ask about a Going Out.
- Going Out is a process that involves many important components. Your child's teacher will discuss this further at Parent Orientation.
- Chaperones are a necessary and much appreciated part of our Going Out program, where the focus is on helping to keep their assigned group of children safe and cared for.
- We have many families with younger siblings, and unfortunately, we can't accommodate siblings joining the trip.

**Elementary: Going Out Permission Slip**

**Child 1 Name**

**Guardian 1 Name**

**Guardian 2 Name**



**Choose an option below**

I, the signer of this form, give permission for my child to go on Going Outs.

**Signature**

A handwritten signature in black ink, appearing to read "J. M. M.".

**Date**

Saturday, August 9, 2025

# **Going Out Driver Volunteer Form (Elementary)**

Our Going Out Program at Metro East Montessori School is made possible by parents volunteering to drive students to the Going Out location.

## **Montessori Elementary Going Out Chaperone (Driver) – Role Description**

A Montessori Going Out Chaperone (Driver) plays a vital role in supporting elementary students as they extend their learning beyond the classroom. In an authentic Montessori environment, Going Out experiences are student-initiated, small-group excursions designed to deepen their research, independence, and real-world application of knowledge.

The chaperone serves as a guide and facilitator, ensuring the safety and well-being of students while allowing them the freedom to take responsibility for their learning experience. This role requires a balance of supporting student autonomy while maintaining appropriate boundaries for safety and logistical coordination.

## **Key Responsibilities:**

- Safe Transportation – Drive a small group of students (typically 2-4) to and from their Going Out destination using a personal or school-approved vehicle.
- Supervision with Independence – Observe students without directing their activities, allowing them to take ownership of their research and interactions.
- Logistical Support – Ensure students follow their planned itinerary while adapting to any unforeseen changes.
- Communication – Maintain open communication with the classroom guide, informing them of any issues or concerns.
- Safety & Preparedness – Follow all school policies for student safety, including emergency procedures and responsible conduct during outings.

## **Qualifications & Expectations:**

- Must be at least 21 years old with a valid driver's license and a clean driving record.
- Comfortable supervising elementary-aged children in public settings.
- Understands and respects the Montessori philosophy of independence and child-led learning.
- Patient, observant, and able to provide guidance without unnecessary intervention.
- Must complete the required background check and safety training as per school policies.

Please reach the below information regarding safety and laws when driving children.

**[IL Safety and Traffic Laws - Driving Children](#)**

# **Going Out Driver Volunteer Form (Elementary)**

**Please check each item below to show you understanding an agreement to the Going Out Chaperone policies.**

- ☐ I would like to volunteer to drive students of Edwardsville Montessori Society Inc. (Metro East Montessori School) for Going Out excursions during times that I may be available.
- ☐ I have read and understood the Going Out Volunteer Information sheet.
- ☐ I have a valid driver’s license and full coverage automobile insurance.
- ☐ I understand the school will not be held liable for injury, repair or replacement in the event of an accident.
- ☐ I have functioning safety restraints in my vehicle.
- ☐ I have received, read and understand all traffic and safety laws and requirements pertaining to driving children.
- ☐ I understand that I must complete a background check, paid for by the school, in order to participate as a volunteer driver. This information will be sent to me upon completion of this form. I understnad I cannot drive children until this process is complete.
- ☐ I understand I must furnish a copy of my valid drivers license and current drivers insurance card to the school office. I understand I cannot drive children until this is submitted.

Driving Volunteer Name

Email

Phone Number

**How would you like to propvide your documents?**

☐ I will email my documents

Date

Saturday, August 9, 2025

Driver Volunteer Name

Email

Phone Number

**Please check each item below to show you understanding an agreement to the Going Out Chaperone policies.**

- ☐ I would like to volunteer to drive students of Edwardsville Montessori Society Inc. (Metro East Montessori School) for Going Out excursions during times that I may be available.
- ☐ I have read and understood the Going Out Volunteer Information sheet.