



# VILLA MARIA ACADEMY HIGH SCHOOL

EMPOWERING YOUNG WOMEN SINCE 1872

## Volunteer Clearance Policy

**You are required to complete the following background checks if your volunteer responsibilities include**

- Providing care, supervision, guidance, training or control of a child in lieu of parental care, supervision and control

**OR**

- Having regular and repeated contact with children.

- Request for Criminal Record Check (Within the last two years)  
<https://epatch.state.pa.us/>
- PA Child Abuse History Clearance (Within the last two years)  
<https://www.compass.state.pa.us/cwis/public/home>
- Safe Environment (Part 1) “Protecting God’s Children” (This is an on-site course)  
Go to: <http://childyouthprotection.org>; Click on Staff/Volunteers, Required Training to Register
- Safe Environment (Part 2) “Mandated Reporting of Suspected Child Abuse” (This is an online course) Go to: <http://childyouthprotection.org>; Click on Staff/Volunteers, Required Training to Register.
- If you have lived in PA for the past 10 years:** Signed Waiver of FBI Record check
- If you have lived outside of PA during the past 10 years:** Fingerprinting Go to <https://uenroll.identogo.com> and enter the following Service Code 1KG6XN to register for a session.

**All Clearances must be renewed before the five-year anniversary of the issuance date.**