

The well-being and safety of all students are a top priority in Pennsbury School District. Please be aware that parents/guardians who volunteer in the school, and parents/guardians who volunteer to be a field trip chaperone must obtain prior background checks/clearances in advance. This will be strictly enforced to comply with district policy and ensure the safety of the children. We sincerely appreciate your understanding and compliance with this policy.

How to Obtain Background Clearances:

1. Act 34 Criminal Background Check: You may obtain this online at <https://epatch.state.pa.us>. The fee for volunteers who work with children is waived effective July, 25, 2015.

2. Act 151 Child Abuse History Clearance: You may obtain this online at <https://www.compass.state.pa.us/cwis/public/home>. The fee for volunteers who work with children is waived effective July, 25, 2015.

3. Perspective volunteers **WHO HAVE NOT** resided in the Commonwealth of Pennsylvania for 10 consecutive years, must also obtain the FBI Clearance/Fingerprinting. Applications forms and instructions are available at <https://www.identogo.com/locations/pennsylvania>. The cost of the fingerprint service is \$23.85. You must register prior to going to the fingerprinting location. You will be asked to provide a Volunteer Service Code. The code for Pennsbury School District is: 1KG6Y3.

Perspective volunteers **WHO HAVE** resided in the Commonwealth of Pennsylvania for 10 consecutive years, must complete the Volunteer FBI Background Waiver Form provided by the district. The prospective volunteer swears or affirms in writing that the prospective volunteer has never been convicted of a disqualifying crime in the Commonwealth of Pennsylvania or another state, district or foreign nation, or under a former law of the Commonwealth of Pennsylvania.

Background Clearances may take up to four weeks or longer to obtain. If you are interested in being a volunteer, please plan accordingly and obtain your clearances as soon as possible. Once you have obtained your clearances, volunteers must schedule an appointment with the building principal to review the **ORIGINAL** copies of the required documents. (No copies will be accepted.) Copies of the documents will be made by the main office and kept on file.

NOTE: Clearances will need to be renewed every 60 months. The Pennsbury School District Volunteer Policy can be found on the district website.