

VOLUNTEERING AT ST. JOSEPH SCHOOL, YORK

Youth Protection - Clearances Requirements

Would you like to volunteer at St. Joseph School? We encourage all parents to come in to assist with various activities throughout the year. There are opportunities in the library, the cafeteria, at recess and many other various events during the school year – including chaperoning field trips.

To ensure the safety of all SJY students, every volunteer must be cleared through the Diocese of Harrisburg prior to volunteering at the school. Adult Volunteers who have care, supervision, guidance or control and have routine interaction with children must obtain background certificates per State and Diocesan Youth Protection Program requirements. The Diocese takes the training and screening of volunteers as it relates to the protection of our youth seriously.

Volunteers must complete and submit documentation of all required clearances listed below. These documents must be submitted directly to Mrs. Traci Gaito in the school office. Once approved by the Diocese, you will receive your Diocese of Harrisburg Youth Protection Badge.

The following items are required for school volunteer approval:

1. PA Criminal Clearance (processed within 1 year of the date submitted – clearance is valid for 5 years)
2. Child Abuse Clearance (processed within 1 year of the date submitted – clearance is valid for 5 years)
3. FBI Clearance and Finger Prints (Not required if you have resided in PA for the last 10 years.)
4. Adult Unpaid Disclosure Form (must be complete every five years)
5. Mandated Reporter Training Certificate of Completion (must be completed every five years)

ALL LINKS LISTED BELOW

PA STATE POLICE CRIMINAL HISTORY CHECK

<https://epatch.state.pa.us/>

PA CHILD ABUSE HISTORY CHECK/CHILDLINE/DHS

<https://www.compass.state.pa.us/cwis/public/home>

FBI (PDE)

All those who have not been continuous residents of Pennsylvania for the past ten (10) years <https://uenroll.identogo.com/>

The current service code for school volunteers: **1KG6Y3**

Any questions, please contact office@sjy.org

ADULT UNPAID DISCLOSURE

AVAILABLE ON THE SCHOOL WEBSITE: [LINK](#)

MANDATED REPORTER TRAINING (ACT 31 & 126)

<https://safeyouth.hbgdiocese.org/>

REGISTER at this link in the upper right hand corner. Then follow prompts to enter the University of Pittsburgh sponsored 3-hr mandated reporter training.