

Volunteering at Preschool

We welcome parent volunteers into our preschool classrooms. Teachers may ask for volunteers to play games with the children, help with holiday celebrations or share their career or special talent with our 3's, 4's, PreK and Naturalist classes. Also, our Home & School Association (HSA) will host some family events throughout the school year and will need volunteers to help.

Atonement strives to provide the safest environment for our students and staff. We require all parent volunteers to have background checks on file in the preschool office. The two necessary background checks for volunteers are free. FBI Fingerprinting is only necessary for anyone who has lived outside of PA in the last 10 years. Here are the steps for obtaining clearances:

1. Complete and provide us with a copy of your Child Abuse History Clearance by creating an account at <https://www.compass.state.pa.us/CWIS>. Note that you will need to put in all the addresses and with whom you've lived since 1975, so this can be a little time consuming. You may want to keep track of your sign on information for future checks, so you won't have to type in all that information again.
2. Complete and provide us with a copy of your Pennsylvania State Police Record Check (<https://epatch.state.pa.us/Home.jsp>).
3. *Only if you have lived outside of Pennsylvania within the last 10 years:* complete and provide us with a copy of a Federal Bureau of Investigation (FBI) Criminal Background Check. Visit <https://uenroll.identogo.com/> and input the Service Code 1KG6ZJ.
4. View *Recognizing Child Abuse*, a free three-hour online course from the University of Pittsburgh School of Social Work (www.reportabusepa.pitt.edu). You'll have to register for an account, but then can watch the video. This one is not required by law but is a best practice we will observe as well.

If you have already completed these checks within the last 48 months for another purpose, you may simply provide us with a copy of those reports. Your reports may be submitted in hard copy form or via email. These records will be kept in my office and will be available only to you and the proper authorities. If the time arises that you would need to renew your clearances, I will do my best to notify you but also appreciate your efforts to track your own records.

Jen Dauber
Director