

What YOU need to Do
Before you volunteer!



Volunteer Paperwork Checklist

Bring the following to your school to Begin Volunteering.
Altogether, these make up the Volunteer Packet.



Volunteer Code of Conduct

Go to www.philasd.org/FACE/volunteer to read, print, and sign our standards of behavior agreement, called the Volunteer Code of Conduct.



Child Abuse History Clearance

Go to <https://www.compass.state.pa.us/CWIS/Public/Home> to fill out. Find directions on www.philasd.org/FACE/volunteer.



PA State Criminal Background Check

Go to <https://epatch.state.pa.us/Home.jsp> to fill out. Find directions on www.philasd.org/FACE/volunteer.



FBI Background Check OR Signed Volunteer Affirmation

If you have NOT lived in PA for the past 10 years, go to www.pa.cogentid.com to obtain an FBI Background Check. If you HAVE lived in PA for the past 10 years, go to www.philasd.org/FACE/volunteer to print and sign the Volunteer Affirmation.



Certificate of Volunteer Orientation Completion

You have 45 days from your volunteer start date to complete our Orientation, either online or in-person. Go to www.philasd.org/FACE/volunteer to find both options.

Bring your completed Volunteer Packet to the Main Office at Your School!

Questions? Need Assistance?
215-400-4180, Option #6 | volunteer@philasd.org