

District Policy on Visitors and Volunteers - See <http://goo.gl/xClxTE>

Visitors

- Parents or guardians and non-parents who voluntarily participate in one-time or occasional activities to be “visitors” who do not need security clearances or background checks
 - Fieldtrips
 - School meetings
 - Classroom presentations with teacher present
 - School sales
 - Fundraising events
 - Other special events
- Visitors will not be engaged in activities that provide them with unmonitored care, supervision, guidance, or control of children.
- Visitors are not required to obtain any criminal background checks.

Parent Volunteers

- Parents or guardians who volunteer on a full-time or periodically over an extended period of time (more than 60 days) to be considered a “Parent Volunteer,” not “visitors” and must obtain two background clearances
 - Pennsylvania State Criminal History Record
 - Child Abuse Report

Undocumented Parent Volunteers

- Undocumented parents (i.e., unverified immigration status) will not be prevented from volunteering based on their documentation or immigration status. Undocumented Parents must obtain the same Pennsylvania State Criminal History Record check and Child Abuse Report as all documented parents.
- The District does not require Parent Volunteers to obtain FBI background checks. However, if the results from the two required background clearances show any criminal convictions, the Parent Volunteer will also be required to obtain an FBI background check.

Non-Parent Volunteers

- Any individual who volunteers on a full-time, part-time or periodically over an extended period (more than 60 days) requires 3 background checks
 - Pennsylvania State Criminal History Record
 - Child Abuse Report
 - FBI Background Check

Pending Clearances

- May work at or for a school in advance of the results from the required background checks under the following conditions:
 - They provide a copy of the appropriate completed request forms for background checks to a District administrator
 - They swear or affirm in writing via Affidavit that they do not have any criminal convictions that would disqualify them from being a Volunteer; and
 - Will not be engaged in any activities that will provide them with unmonitored care, supervision, guidance, or control of children
 - Principal's discretion (arbiter)