

Allentown Central Catholic High School

Checklist for Volunteers

(1/2017)

Please use this checklist to complete the process of paperwork that is required in order to be a volunteer at ACCHS. All items must be complete before submitting to Margaret Geist, Safe Environment Coordinator.

DOA = Diocese of Allentown

- _____ 1. DOA Background Check & Fingerprint Authorization form
- _____ 2. PA State Police Criminal Record Check (PA Access to Criminal History (PATCH) (less than five (5) years old)
- _____ 3. PA Child Abuse History Clearance (less than five (5) years old)
- _____ 4. Signed Acknowledgement Form for DOA Sexual Abuse Policy (dated May 14, 2014)
- _____ 5. Signed Acknowledgement Form for DOA Code of Conduct (dated May 14, 2014)
- _____ 6. Protecting God’s Children Attendance Certificate
- _____ 7. Certificate from Mandated Reporting Training (less than (5) years old)
- _____ 8. Motor Vehicle Report – **ONLY IF DRIVING** (less than (5) years old)
- _____ 9. Volunteer Checklist

If you have any questions, please contact Margaret Geist at mgeist@acchs.info

Volunteer Signature: _____ Date: _____

Printed Name: _____