

CHILD AND YOUTH VOLUNTEER CLEARANCE CERTIFICATIONS FORM

Any East Main Presbyterian Church volunteer who will interact with children or youth (individuals under the age of 18) is required by the state of Pennsylvania to pass several background checks and to provide copies of these clearances to the church before serving. If you anticipate any flags on your reports, please reach out to one of the Pastors to discuss the situation before providing your clearance report results. Successful clearance reports are valid for 5 years (60 months) from their date of issue but will be revoked in the event of any new criminal charges or convictions.

Volunteer Contact Information:

First Name: _____

Last Name: _____

Email Address: _____

Phone Number: _____

Required Clearance Certifications Check List:

1. Pennsylvania Child Abuse History Clearance report (No cost for volunteers)
2. Pennsylvania State Police Criminal Record Check (No cost for volunteers)
3. ONE OF THE FOLLOWING:
 - a. If you have been a permanent resident of Pennsylvania for the previous 10 consecutive years, you may complete the Volunteer Request for Waiver of FBI - Federal Criminal History Clearance form. (No cost for volunteers)
 - b. If you are not a permanent resident of Pennsylvania or if you have lived in Pennsylvania for less than 10 years, you need to complete an FBI - Federal Criminal Background Check. (There is a cost to complete this check; if you need financial assistance to complete this check, please

EAST MAIN PRESBYTERIAN CHURCH

contact the church office at 724-458-8270 and ask to speak with Melissa Danielson, Associate Pastor).

Volunteers keep the originals of their clearances; the church will keep copies in a secure file in the church office.

Additional Requirements:

4. In addition to these clearance certifications, all volunteers who work with children and youth are, by Pennsylvania state law, **Mandatory Reporters**. We provide you with a document outlining the basics of this responsibility and need your signed Agreement to Mandatory Reporter Role and Responsibilities form with your file at the church.

5. Completion of this form.

Important:

If, after you submit passed clearance certifications, you are charged with or convicted of a crime, you are **LEGALLY REQUIRED** to inform one of the Pastors on staff at East Main Presbyterian Church. Additionally, if you are a regular volunteer with Children or Youth Ministries you must also contact either the Children's Ministry Director and/or the Youth Ministry Director **within 24 hours**. At that point there will be a suspension of your clearances and your ability to serve with children and youth at East Main Presbyterian Church. Next steps will be made on a case-by-case basis by a team of people that may include but will not necessarily be limited to: an East Main Presbyterian Church Pastor, Children's Ministry Director and/or Youth Ministry Director, Administration Team Member, and church legal counsel.

Please sign your name below to acknowledge your agreement to these requirements.

Signature: _____

Date: _____