

GUIDELINES FOR VOLUNTEERING

Dear, Volunteers who work with Children:

St. Peter in Chains Parish requires all adult volunteers 18 and older, out of high school, to complete the Archdiocese of Cincinnati Child Protection Awareness Session before working with children. To accomplish this, one must:

1. Attend a VIRTUS Session. The session takes approximately 3 hours to complete. A trained facilitator leads these awareness sessions.
2. Submit to the online Selection.com background check and be cleared by the Archdiocese of Cincinnati.
3. Be up to date on VIRTUS Monthly Bulletins.

No one may work with children until clearance is received from the Archdiocese.

VIRTUS

The Archdiocese of Cincinnati is the 129th diocese out of 200 US dioceses to adopt the VIRTUS program. It is a well-established program with a very positive effect on those who participate in it. It is our hope and goal to keep our children safe. One great advantage of this program is that it continues to educate all of us about safety and protection for our greatest gifts, our children.

How to register for a VIRTUS class:

You must pre-register on the website www.virtusonline.org. VIRTUS training dates and locations are located on this website. Click on "Registration" and "View a list of sessions". Once you are registered on the website, you will receive an email confirming your registration. **NO "WALK-INS" WILL BE PERMITTED AT ANY VIRTUS SESSION IN THE ARCHDIOCESE.** All participants must pre-register.

Background Checks

Requirement for fingerprinting/background checks have changed as of January 1, 2014.

1. **FOR ALL VOLUNTEERS-** You must take a VIRTUS class, have current background information within the past 5 years and be current on your VIRTUS bulletins, or you will **no longer** be considered an active volunteer. The Archdiocese will occasionally close accounts of people who are behind in reading. Their limit is 3. The consequence of the closing of the account is that the person must take the VIRTUS training once again. Volunteers **must** stay up to date on reading the bulletins.
2. All background checks for volunteers will be done online through SELECTION.com. Log onto virtusonline.org and go to the toolbox tab. Search America will run the checks based on information you fill out. You will no longer have to go to a fingerprint location/mobile unit, unless you are an employee/cleric or staff. You are required to pay for the background check with your own credit card. The cost is \$25.

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3. **New:** Once a person has taken VIRTUS and has been cleared through the Selection.com background check, he/she may volunteer at any location within the Archdiocese of Cincinnati. There is no longer an issue with “change in location”.

If you have any questions or concerns, please do not hesitate to contact me at the parish office (863-3938) or my email at strickerL@stpeterinchains.org.

Sincerely,

Lisa Stricker
Parish Secretary
Local Safe Environment Coordinator

April 20, 2015