

Volunteering for PPS

VOLUNTEERING FOR THE FIRST TIME AT PPS?

In accordance with the State law, the District has adopted a Volunteer Clearance Policy. These requirements are in effect for all volunteers.

Prior to volunteering in a school or on a school trip, a volunteer must complete and submit the following to their child's school.

- **Intake Form** for Volunteers (online: <https://www.pghschools.org/getinvolved>)
- **PA State Criminal History Report** (obtained online; Cost: FREE for volunteers*) <https://epatch.state.pa.us/Home.jsp>
- **Child Abuse Certification** (obtained online; Cost: FREE for volunteers*) <https://www.compass.state.pa.us/CWIS>
- The **FBI Criminal History Report** (fingerprinting required – FBI report apply online <https://uenroll.identogo.com>; **Service Code 1KG6Y3**; Cost: \$21.35 paid at the fingerprinting site) You can also apply via phone at 1-844-321-2101.
 - A signed PA Resident Form AND Waiver Request can be submitted in lieu of this report if you have lived in PA for 10 consecutive years
 - When visiting the fingerprinting site, valid ID must be presented. Acceptable forms of ID include, but are not limited to, Valid Driver's License, Military ID, Passport or US Visa.
- A **TB test** is also required to volunteer in PreK classrooms.

* There may be a fee if you have requested free clearances within 5 years.

ALREADY A VOLUNTEER AT PPS?

If a parent or community member was cleared for volunteering prior to 2017; they must submit their FBI Criminal History Report or PA Resident form and Waiver Request to your school or the Title Programs Office in order to be eligible to volunteer for future events.

HAVE QUESTIONS?

If you have questions, please see your school's secretary or FACE coordinator. They can help you determine if you have all of the appropriate documentation to volunteer.

Visit <https://www.pghschools.org/getinvolved> for all forms and information.

