

AGHS Music Department Volunteer - Clearance Information

The Avon Grove School District Board of Directors has revised the Volunteer Policy, School Board Policy #916. <http://www.avongrove.org/Downloads/916R1A4.pdf>

The High School Music Department depends on parent volunteers for support and assistance. Because volunteers will often interact with students outside the direct sight of the Music Directors, they are required to have background clearances on file with the high school main office. At the High School, Amy Antonio maintains the records of volunteer clearances and she can be reached by email rantonio@avongrove.org. Please note that when submitting clearances, originals must be brought to the office for review. Amy will make a copy and return the originals to you. Please be sure to keep your originals in a safe place at home.

Any parents who are also employees of the Avon Grove School District already have their clearances on file with the school district and therefore are exempt from providing additional clearances.

Clearances Required:

Level 1 Clearance - Up to 10 hours per week, per event:

1. PA Criminal History Record Check (Act 34) <https://epatch.state.pa.us/Home.jsp>
Can be completed online for a \$10 fee, payable online by credit card. If mailed in, requires a photocopy of a valid government issued Id, bearing a current address, and a money order for \$15.
2. PA Child Abuse History Clearance Form CY-133 (Act 151) http://www.dpw.state.pa.us/ucmprd/groups/webcontent/documents/form/s_001762.pdf
Requires a copy of the results from the PA Criminal History Record Check to be attached to the document. (Please do not send in your originals) Requires a \$10 money order with the application.
3. Federal Criminal History Record Information – FBI Report https://www.pa.cogentid.com/index_pdeNew.htm
Requires online payment of \$28.75 by credit or debit card. After paying the fee online, and entering demographic data online, the applicant must go to a fingerprint site.

The Avon Grove School District often offers fingerprinting on site at the High School. Please check the School District website for information on how to sign up. Other locations available include the Chester County Intermediate Unit in Downingtown or the Glen Mills School in Glen Mills, PA.

Level 2 Clearance – More than 10 hours per week, per event:

1. Level 1 Clearances, plus
2. Tuberculosis Screening.

The Tb test requires a visit to a doctor's office or a pharmacy to administer the test, and a follow up visit 2 days later to view/read the result. Please obtain a copy of the test results on a physician's letterhead/prescription pad, including your name, address, date test was done, and serial # of the serum, present this letter to the main office.

Keeping your clearances valid

If you already have clearances on file and have been actively volunteering at least once a year in the Avon Grove school district, you may only need the FBI Report to volunteer during the next school year. As long as you volunteer at least once per year, your clearances will remain valid for the purposes of volunteering.

For example, if your clearances were valid and you volunteered at the Middle School at least once during 2013-14 school year, your clearances will remain valid throughout the 2014–15 school year at the High School or any other school in the District.