

## IMPORTANT INFORMATION REGARDING VOLUNTEERING IN NORTH PENN SCHOOL DISTRICT

Volunteers play a vital role in supporting the staff, students, and programs of our schools in the North Penn School District. We are very thankful that you have expressed an interest in volunteering in our district.

On December 31, 2014, changes to the Child Protective Services Law (CPSL) became effective. The changes impact the requirements for individuals serving as school volunteers. A North Penn School District Volunteer is defined as an individual who provides a service to students, staff or school/district operations without compensation.

Whether you are interested in volunteering at a single event or over a period of time, all North Penn volunteers are now required to submit background clearances. This includes, but is not limited to, chaperoning field trips, assisting at classroom or school events, reading in classrooms, shelving books in the library, office support with photocopying, etc.

A NPSD Volunteer Information Sheet that will assist in answering many of the commonly asked questions regarding the changes to the law and processes in Pennsylvania for volunteering is available under the "Quick Link" section of each schools' website. Individuals who volunteered within the district from January 1, 2014 to December 31, 2014 will not be required to submit the clearances listed below until July 1, 2015. For new volunteers, all three of the following requirements must be met prior to beginning service as a volunteer:

- [Report of Criminal History from the Pennsylvania State Police \(PSP\)](#);
- [Pennsylvania Child Abuse History Clearance](#); and
- Either a North Penn School District [Volunteer Affirmation](#) or a [Report of Federal Criminal History](#) (fingerprinting).

A North Penn School District Volunteer Affirmation may be provided in lieu of the Report of Federal Criminal History (fingerprinting) for those volunteers who have lived continuously within the Commonwealth of Pennsylvania for the last 10 years. Volunteers who have lived outside the Commonwealth of Pennsylvania in the last 10 years will need to complete the Federal Criminal History (fingerprinting). Links to the agency websites to obtain clearances are embedded in the Volunteer Information Sheet.

Please submit the required original documents and a self-addressed envelope in one packet to the address as listed below. Original documents will be returned to individuals via the self-addressed envelope. Original documents may also be personally presented for copying in the District's Office of School and Community Engagement for immediate return.

Volunteer List/HR  
North Penn School District  
401 E. Hancock Street  
Lansdale, PA 19446

Thank you for your interest in being a volunteer in the North Penn School District. The new requirements for volunteer clearances further support NPSD's commitment to student safety. If you have any questions, please call 215-853-1069.