



Welcome to the Holy Cross School family! We are hoping that you will get involved in our school in whatever way you are able. To keep our young ones safe, all volunteers must meet the church's safe environment requirements: going through safe environment training and having a background check. If you think you might be interested in volunteering in any way during the coming school year (for example, helping in the classroom or library, accompanying the class on a field trip), we encourage you to meet these requirements now. Here is the information you will need:

Training

Attached are the instructions for the online training—it's possible to start it and resume later. *When you're done, please let me know so I can print a certificate for the parish records.*

Background check

Attached is the form to authorize a background check. What gets checked is your identity, the NYS corrections records and the NYS and federal sex offender registries. If you have an enhanced license or passport, we don't do the identity check, so your social security number isn't needed—just write "enhanced license" or "passport" on the line for SSN. There will be no DMV check. *Please return the completed form and a copy of your license/passport to me at the address below (St. Charles Borromeo, not Holy Cross).* If you'd prefer to enter your information online via an encrypted system, just let me know and we'll start that process.

Thank you for doing this. Please contact me day or night if you have any questions or if I can help in any way.

Peace, Karen Rinefierd

Safe Environment Director

Holy Cross, Our Mother of Sorrows, St. Charles Borromeo & St. John the Evangelist

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