

REQUIREMENTS BEFORE VOLUNTEERING

Diocesan regulations now govern **all** employees and volunteers, even parents, who work with children on Diocesan property or who volunteer in the name of the Diocese. This applies to anyone wanting to help in the cafeteria or with classroom activities or holiday parties or coaching and to anyone driving children other than their own on a school field trip. We want all of you to volunteer and be involved with the activities of your student(s). Your child will be so happy and proud to see you helping at school. Meeting these requirements allows you to be involved with any school or church throughout the Diocese. When registering, you may choose your parish as the primary location, and list Prince of Peace as an 'additional location.'

The steps to completing these requirements are clearly described online at the website www.covingtondiocese.org. Select 'Safe Environment' on the left. Then select 'Volunteers/ Parents.' During the process, you will be directed to a site to have a one-time background check. This costs \$50.00. Registration must take place at the website www.virtus.org. Two forms are also needed and are available in the school office.

One required step is to attend a session titled 'Protecting God's Children.' These sessions can last up to 3 1/2 hours, but rarely do. Class times and locations will be added to the virtus.org website as they are scheduled. This list can also be found in The Messenger, the newspaper of the Covington Diocese.

Check the updates to the above list at www.virtus.org.

The Virtus Coordinator for Prince of Peace School is Mrs. Karen Middendorf. She can be reached for questions @ kmiddendorf@popcov.com The school office number is: **859-431-5153 ext. #751.**