



CHECKLIST FOR VOLUNTEER PAPERWORK

All Documentation is to be attached to this Checklist and submitted as one (1) packet to the appropriate Building Secretary.

NAME _____

BUILDING _____

_____ REGISTRATION FORM

_____ ACT 34 CLEARANCE

_____ ACT 151 CLEARANCE

_____ TB TEST (should be dated within past three (3) months)

_____ **ACT 114 CLEARANCE (IF NECESSARY)

(Only if Volunteer has not been a resident of PA for the past 10 years from the date of form completion.)

ALL School Day Field Trip Chaperones/Volunteers MUST Submit the Act 114 FBI Clearance.

_____ CONFIDENTIALITY/AFFIRMATION FORM

_____ DATE RECEIVED IN THE PERSONNEL OFFICE

_____ SUBMITTED FOR BOARD APPROVAL