

LOWER PROVIDENCE PRESBYTERIAN PRESCHOOL CO-OP PROGRAM AND CLEARANCES

LPPP offers a "CO-OP Program". Parents, guardians, and grandparents can share in their child's/grandchild's school experience. Each child has a "Special Day" scheduled by their teacher which rotates through all the children in their class.

In order for ANY adult to participate in this program, they **MUST** have 3 separate clearances. There will be **NO EXCEPTIONS!!** These clearances **MUST BE ON FILE 1 WEEK PRIOR** to attending the "Special Day". Again, **THERE WILL BE NO EXCEPTIONS!** See clearance information below.

"Special Day" Visitor Expectations

Your child's "Special Days" **ARE SPECIAL!** We ask that you be helpful to the classroom teachers. Cell phones should be put away and only available in case of an emergency. If you should need to use your phone, we ask that you step outside the classroom. Any pictures taken, should be of **YOUR CHILD ONLY!**

For the safety of the children, **NO HOT BEVERAGES** are permitted in the classroom.

Your child's teacher will inform you of the "Special Day" calendar schedule.

PLEASE NOTE: Attending Special Days are NOT MANDATORY but ENCOURAGED! It is on a volunteer basis.

VOLUNTEER ONLY!!!

REQUIRED CLEARANCES: For **Volunteers** in the presence of minors.

1. **PA Child Abuse History Clearance** FREE
2. **PA State Police Clearance** FREE
3. **FBI Criminal History Clearance** A CHARGE

Exception for # 3: If you **have been a resident of Pennsylvania for 10 or more years, a signed affidavit is all that is required.** I have provided the FORM.

If you have **not been a resident in Pennsylvania for at least 10 years,** then you must go through and **provide the FBI Criminal History Clearance.**

Please note: These clearances are valid for 5 years!

ALL THESE CLEARANCES ARE THE LAW!!

To obtain your clearances:

- Go to www.dhs.pa.gov/KeepKidsSafe/Clearances
- From there you will select **clearances**
- **Scroll down until you see the 3 necessary clearances**

Any questions, please let me know.

Sandy Messner

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