

# Recertification

(You have had fingerprints before)

## Parent Volunteer Recertification Requirement

**Active:** Homeroom Moms, field trip chaperones, classroom readers, sports volunteers, Picture Lady, cafeteria, Dad's Club, carnival, etc. (Any type of contact with students)

**\*\*\* If you want to be a substitute teacher, you must see Marlene Lanzetta. You cannot use these codes.**

**Requirements:** Current background clearance check via LiveScan and Protecting God's Children Workshop\*

\*If you have already been fingerprinted within the Diocese of St. Augustine, you do not have to retake the Protecting God's Children Workshop.

The Diocese requires verification for background clearance every five years. Your clearance has expired or will expire \_\_\_\_\_. Your volunteer efforts are very important to our school. Please renew now so that you will remain on our active volunteer list. Please also know that these clearances carry over to all the catholic grade/high schools within the Diocese of St. Augustine.

- 1.) **Complete this form (2 pages) and return to Stephanie Thomas.**
- 2.) Make an appointment for live scan by accessing the website. Make sure you use the correct code.
  - ❖ **IMPORTANT:** If you do not submit your form to Stephanie Thomas or complete your fingerprints within 6 months of returning the form, the form/fingerprints will be invalid. You will have to submit a new form or redo your fingerprints and be charged again.

Live Scan Locations:

Fieldprint, Inc.

[www.fieldprintflorida.com](http://www.fieldprintflorida.com)

(Closest location in Arlington and Baymeadows)

Code: **FPStAugustineVol** (case sensitive)

MorphoTrust USA

[www.identogo.com](http://www.identogo.com)

(Closest location- San Pablo and Beach-UPS store)

VECHS Number: **16040011**