

New Horizon School

128 Friendship Circle, Beaver, PA 15009

Where the Future Begins

August 3, 2020

Dear Friends and Families of New Horizon:

All volunteers who assist with any school function (e.g., PTO, school celebrations, etc.) must follow our volunteer procedures. In accordance with the Beaver Valley Intermediate Unit's Board Policy # 916, all volunteers must complete the appropriate forms and have all of their current clearances.

Volunteers are required to complete the volunteer application/confidentiality form on our website at newhorizon.bviu.org (found under "Parent Resources"). Along with the form, the following clearances must be filed with the Supervisor of Special Education before you may volunteer in our building:

- Pennsylvania Criminal Record Check – No Cost for volunteers and a new form must be submitted every year. The form may be found at: <https://epatch.state.pa.us/>
- Pennsylvania Child Abuse History Clearance – no cost for 1st time, and volunteers must renew this clearance every 5 years.
- If you have been a Pennsylvania resident for 10 years or more you must submit an affidavit. The affidavit is located on our webpage under parent resources.
- If you have been a Pennsylvania resident for under 10 years, you must have the Federal Bureau of Investigations of Criminal Background Check (cost is \$27) at: <https://www.identogo.com/>

All paperwork must be filed before you are permitted to volunteer in the building. Links for all of the clearances may also be found at newhorizon.bviu.org under "Parent Resources."

We appreciate your cooperation in keeping our students and staff safe. Please feel free to contact us should you have any questions or concerns.

Thank You,

Chris McCabe, Supervisor of Special Education

Dave Rodgers, Assistant Supervisor of Special Education