



SAINT BRIGID OF KILDARE

# Safe Environment Volunteer Requirements

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*As a community of faith, we believe that our children are the most important gifts God has entrusted to us and that the prevention of child abuse begins with each person.*

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St. Brigid of Kildare Parish, in coordination with the Catholic Diocese of Columbus, is committed to the protection and safety of all children. This commitment follows the fundamental mission of the Church to preach the gospel of Jesus Christ, to give authentic witness to the moral teaching of the Scriptures and the tradition of the Church, and to uphold the human dignity of every person. Increased awareness and a willingness to take action are steps for every person to eradicate abuse in our society, in the community, in the neighborhood, and in the family.

At St. Brigid of Kildare Church, “Best Practice” policies have been established to ensure the safety of our children in every parish and school activity. Our Safe Environment Program was designed for the protection of our children. With that in mind, ALL VOLUNTEERS 18 years of age and older (Athletics, Club Sports, Altar Serving, Children’s Choir, Children’s Liturgy of the Word, Sunday Nursery, School, Cub Scouts, Boy Scouts, Girl Scouts, Religious Education, Middle School and High School Youth Ministry and all other programs involving children) who have “care, custody or control,” or regular supervised or unsupervised access to children must complete the following procedures prior to the first day of volunteering.

Through these initiatives, we optimize child safe environments and empower our staff and volunteers with tools to help them protect all our children.

# Volunteer Checklist

## ✓ Attend a Protecting God's Children (PGC) Training Session

Registration must be completed online at [www.virtus.org](http://www.virtus.org). Select "Registration" on the green bar, left side of screen. At the drop down menu, select Diocese of Columbus to view a listing of current class offerings, times and locations. If attendance occurs at a location other than St. Brigid, a Certificate of Attendance must be obtained by you at the end of the session and forwarded to St. Brigid Parish Office to the attention of Stacey Nerone, Safe Environment Coordinator, before compliance can be recorded in our Parish records.

If you attended PGC at another parish or in another Diocese, please contact Stacey Nerone at [snerone@stbrigidofkildare.org](mailto:snerone@stbrigidofkildare.org) to inquiry about having your attendance record transferred to the Diocese of Columbus.

## ✓ Complete a Civilian Criminal Background Check

There are two options.

1. Go to Fast Fingerprints located at 1486 Bethel Road, Columbus, OH 43220, [fastfingerprints.com](http://fastfingerprints.com). Cost is \$37 for BCI, or \$70 for both BCI and FBI. Checks are made payable to Fast Fingerprints. Results will be sent electronically to the Diocese of Columbus and then to St. Brigid of Kildare. Please email Stacey Nerone, Safe Environment Coordinator at [snerone@stbrigidofkildare.org](mailto:snerone@stbrigidofkildare.org) so that she can obtain confirmation of your results. The result is typically received in 2-3 business days (however it can take up to 30 business days). The Fast Fingerprints form can be found on the parish website.
2. Go to Washington Township Administration and Training Center located at 6200 Eiterman Road, Dublin OH 43016. Cost is \$25 for BCI, or \$55 for both BCI and FBI. Results are mailed to the Diocese of Columbus and then to St. Brigid of Kildare. Please email Stacey Nerone, Safe Environment Coordinator at [snerone@stbrigidofkildare.org](mailto:snerone@stbrigidofkildare.org) so that she can obtain confirmation of your results. The result is typically received within 2 weeks (however it can take up to 30 business days). An appointment must be scheduled with Washington Township (they do not take walk-ins). Call Washington Township at 614-652-3920 to schedule an appointment. The Washington Township Fingerprints form can be found on the parish website. Please complete and bring this form with you to Washington Township.

For each option, individuals must provide a valid Ohio driver license and will be asked to provide their social security number.

## ✓ Complete the Volunteer Application/Code of Conduct

The Volunteer Application and Code of Conduct are combined into a single form found here: <http://www.stbrigidofkildare.org/safe-environment/>

## ✓ Submit a copy of your photo ID

Email a copy of your driver license or photo ID to Stacey Nerone at [snerone@stbrigidofkildare.org](mailto:snerone@stbrigidofkildare.org).

**Once all requirements are met you will be notified of your eligibility. Volunteering may not occur until you receive confirmation.**