

ST. BONAVENTURE SCHOOL
16377 Bradbury Lane
Huntington Beach CA 62647
(714) 846-2472

DIOCESAN REQUIREMENTS FOR THE SAFETY OF OUR CHILDREN

The Diocese of Orange has mandated that any adults, eighteen years of age and older who have contact with minors must meet certain requirements for the safety of our children and youth. These requirements apply to all teachers and staff, and to all parents, relatives or others who volunteer at the school and have contact with children (e.g., yard duty volunteers, field trip chaperones, those who help in class rooms, the library, act as Scout leaders, coach sport teams, or help with any other activities on the school campus).

1. Live Scan Application Forms are available in the school office or can be downloaded from the St. Bonaventure School website, www.stbonaventureschool.org by following this path – Parents tab under Quicklinks and select Safe Environment-Live Scan. After you fill in the required information, return the form to the school office. You will be notified, usually by email, when your forms are ready to pick up (usually within 48 hours). The school office will then provide information on where the fingerprinting can be done. Fingerprinting will need to be done only once during your time at St. Bonaventure School. However, it must be done through the Diocese of Orange, even though you may have been fingerprinted elsewhere, as privacy laws prohibit the sharing of information between agencies.
2. The Diocese also requires volunteers to complete the **SAFE ENVIRONMENT TRAINING (SET)** course, once every 3 years. This course is available online at <https://orange.cmgconnect.org>
3. The Diocese also requires that individuals read the **DIOCESE OF ORANGE POLICY AGAINST SEXUAL MISCONDUCT (PASM)** for Lay Employees and Volunteers, which is also found at <https://orange.cmgconnect.org>. After completing the above SET Course, you will be prompted to read the PASM. When completed, acknowledge that it has been read by clicking the appropriate box. The *Certificate of Completion* can now be printed, indicating both steps 2 and 3 have been completed. Return to the school office. Copies of the PASM are also available in the school office.

Parents who choose not to complete the above steps will not be allowed to participate in Yard Duty, will need to pay the Yard Duty Buyout Fee, and will need to choose some other area of service that does not involve contact with children or pay the Service Buyout Fee.

For any questions or help please contact Vanessa Frei at (714) 846-2472 Ext 116 or vfrei@stbonaventureschool.org

Thank you for your cooperation in this important program to help safeguard our children. Enjoy your time on campus!