



To: All Saints Catholic School Volunteers

**Re: Volunteer Requirements from Archdiocese of Detroit**

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All Saints Catholic School is most appreciative of the support you provide by volunteering in many different capacities. Our goal at ASCS is to meet the requirements set forth by the Archdiocese of Detroit to insure our children are safe and secure on our campus. In order to fulfill the Archdiocesan goal, all volunteers need to provide the following forms.

- A Criminal Background Check Form (Yearly)
- A signed Confidentiality Form (Yearly)
- A signed Volunteer's Code of Conduct (Yearly)
- A copy of a Certificate of Attendance from a Protecting God's Children Workshop (One time attendance)

All volunteers must complete the Protecting God's Children workshop. Certificates are sent to you after attending the workshop, and should be submitted to the office.

Register for workshops online at: [www.virtus.org](http://www.virtus.org).

The following are also needed if you are driving on a field trip:

- A copy of your Driver's License (Yearly)
- A copy of your Car Insurance Policy (Yearly)
- A Volunteer Driver Information Sheet (Yearly)

Thank you for your support,  
ASCS Office Staff