



Dear Charleroi Area School District Employee:

Recently there have been updates to the Child Protective Services Law which amends School Code and directly affects all new or existing employees, contractors with direct contact with students and volunteers. An employee is an individual who has been, or will be, Board approved which includes substitutes, coaches, and extracurricular sponsors. All of these individuals need to obtain new clearances every 36 months. The employee is responsible to purchase and bring original clearances to the Administration Office prior to the expiration date every 35 months. Failure to do so may result in disciplinary action up to and including termination. New employees are required to initially submit clearances to their employers that are dated within one year.

All employees hired prior to January 1, 2012 must obtain new clearances before December 31, 2015 and submit your up-to-date clearance to the Administration Office. These employees will need to renew their clearances this school year prior to the three-year anniversary date of issuance of the clearances.

This is a statewide mandate which affects all school districts and businesses working within a district. There will be a dramatic increase of individuals applying for clearances so we recommend you apply several weeks or months in advance of your clearances expiring. Please be aware that the Act 34 and Act 151 clearances are available online and can be done anytime. You will need to register online for the FBI fingerprint clearance and then go to an approved Cogent provider for your fingerprints.

For your convenience, we have contracted with Intermediate Unit 1 to offer several dates where they will be onsite to perform fingerprinting. More information will be coming in the next few weeks along with scheduling information. Below are links to obtain your clearances. These are also active on our website.

[ACT 151 Child Abuse Clearance](#)

[ACT 34 PA State Police Criminal History](#)

[ACT 114 Fingerprint Clearance](#)