



ST. THOMAS  
AQUINAS  
ACADEMY

## VOLUNTEER REQUIREMENTS

Dear School Volunteer,

The Diocese of St. Petersburg mandates a screening program for volunteering. All volunteers at St. Thomas Aquinas Academy must adhere to the following Diocesan procedures prior to volunteering in the classroom, dining room, field trips and /or any other school events.

1. Safe Environment Class: <http://stpetersburg.CMGconnect.org> (on-line class)
  - o Create an account
  - o Start the Safe Environment Program training
  - o Print your certificate upon completion and submit to the school office.
  - o Renewal will be required after five years
  - o The ONLY COURSE YOU NEED as a Parent Volunteer is the “Safe Environment Program”
  
2. Level II Electronic Fingerprinting / Background Screening:
  - o Click Here: [Fingerprint-Based Background Screening - Diocese of Saint Petersburg \(dosp.org\)](#)
  - o Or Go to: [www.dosp.org/safe-environment/fingerprint-based-background-screening/](http://www.dosp.org/safe-environment/fingerprint-based-background-screening/)
  - o Register and select your fingerprinting location to make an appointment. Payment will be requested upon registration.
  - o Please be sure to select St. Thomas Aquinas Academy
  - o Level II reports are sent to the Head of School within ten days.
  - o Renewal will be required after five years

Questions? Contact Mrs. Miller at [erin.miller@aquinastampa.org](mailto:erin.miller@aquinastampa.org)