

2021 Volunteer Requirements for Compliance with Child Protection and Safe Environment Procedures Holy Redeemer Catholic Church and School, Kensington, Maryland Archdiocese of Washington

Volunteers of Holy Redeemer Catholic Church and School commit to safeguarding the children and youth by acknowledging and following the [Child Protection and Safe Environment Policy of the Archdiocese of Washington](#). Evidence of this commitment begins upon application to serve as a volunteer at Holy Redeemer Catholic Church and School and continues throughout the volunteer's service.

- 1.) **Volunteer applicants of Holy Redeemer Catholic Church and School will complete a [Volunteer Application](#) and submit it along with two photo identification documents to Ann Enkiri by appointment: a.enkiri@hrs-ken.org.**
- 2.) **Volunteer applicants of Holy Redeemer Catholic Church and School will complete the fingerprinting process:**
 - a.) Complete the Archdiocesan [LiveScan Preregistration for Fingerprinting form](#). **This is required regardless of any other non-archdiocesan fingerprinting processes completed.** The results and any subsequent updates to the record will be reported directly to the Archdiocese of Washington.
 - b.) Make an appointment at a fingerprinting site in the State of Maryland. Locations are collectively listed at: www.dpscs.maryland.gov/publicservs/fingerprint.shtml. Make an appointment and take: two forms of photo identification, completed LiveScan form, and payment.
- 3.) **Volunteers of Holy Redeemer Catholic Church and School will create an account at Virtus Online: <https://www.virtusonline.org/>.** Select Holy Redeemer, Kensington (#205) as your volunteer site. Make secure notes of your **User ID, Password, and the email used to create your account**. You will be a Pre-Registered User until you complete the required training. You will be prompted to complete two required documents online.

VIRTUS is the platform used by the Archdiocese of Washington to register employees and volunteers working with children, youth, and vulnerable adults. It is also the platform through which you register for the required training program, *Protecting God's Children for Adults*.

Your Virtus account will include **the following records**: required documents completion; required training completion, background check completion.
- 4.) **Volunteers of Holy Redeemer Catholic Church and School will register, through their Virtus account, for the required training, *Protecting God's Children for Adults*.** Upcoming sessions are accessed through your Virtus account. Be sure to sign in and to retain your certificate of completion. After training completion, the Archdiocese will activate your Virtus account.
- 5.) **Volunteers of Holy Redeemer Catholic Church and School will submit a signed [Acknowledgement of Receipt and Review of Archdiocesan Child Protection Policy](#), upon completion of training.** Please submit to the parish/school local coordinator for child safety compliance, Ann Enkiri, via the parish or school offices.

Thank you for joining our community of church and school volunteers.

God be with you,

Ann M. Enkiri

a.enkiri@hrs-ken.org

Local Coordinator, Compliance with ADW Child Protection Policy
Holy Redeemer Church and School #205
Kensington, MD

/AME, 8//18/2021