

August 4, 2009

**To:** All volunteers for John Paul II School and Faith Formation  
**From:** Michelle Ommen and Christine Lemmer

We want to thank all adults who volunteer their time and share their talents with the youth of our parishes!

This note is a reminder that all volunteers who work with youth ages preschool-18 are required to complete annual safe environment training. In addition, every volunteer needs to have a background check. The diocesan policy is that a background check is good for six years. Those who have volunteered in the past will be notified if you need to complete another background check.

**You can complete the annual safe environment training  
On-line or attend the on-site  
presentation of the *Called To Protect* DVD.**

## **On-line Training**

The training website is: [www.safeandsacred-sfcatholic.org](http://www.safeandsacred-sfcatholic.org). \*Important! Before you go to the website please read the following: If you did NOT complete online training last year, and want to do so this year, you must complete the **Year 1** training at the website. If you DID complete online training last year, you **MUST** complete **Year 2** **and you also need to remember your username & password from last year!** \*Important! **If you do not remember your user name and/or password or are just not too sure, then go to the *Live Help Button* at the training website and someone will assist you. You must have the same username as last year's so that this year's training counts for you.** When completed, whether it is Year 1 or Year 2, print off the certificate & turn it in at the FF or the John Paul II Office. If you have any questions **before** you begin online training, contact Christine in the Faith Formation Office at 996-3842.

## **On-site Training**

**One Time Only!** Only one training session will be offered on-site (watching the DVD). **The session will be Wednesday, August 12<sup>th</sup> at 6:30 PM in John Paul II 6W (adult faith room).**