

SOLANCO SCHOOL DISTRICT
Clearance Agreement

Supervisor Clearances –

Prior to starting the internship, a copy of the supervisor's clearances must be provided to the school district. This includes:

1. Pennsylvania State Police criminal background check;
2. FBI criminal background check; and
3. Pennsylvania Department of Human Services child abuse clearance statement.

The above clearances must be issued within 5 years of the internship program. The FBI criminal background check can be waived if the supervisor completes a sworn affidavit stating (1) he or she has continuously lived within Pennsylvania for the previous 10 years; and (2) affirming that he or she is not disqualified from serving as a volunteer based upon a prohibited criminal conviction.

In addition to the above clearances, prior to the start of the internship, the supervisor shall:

1. Sign and submit a PDE – 6004 arrest/conviction report and certification form stating that the supervisor has never been arrested or convicted of crimes listed in 24 P.S. 1-111;
2. Sign and submit an employee/volunteer self-reporting commitment form; and
3. Sign and submit a volunteer acknowledgment of Policy No 916/Volunteers and Policy No 806/Child Abuse

The student WILL NOT be able to attend the internship without these clearances and documents being on file with the School District. If the supervisor is an employee of the school district, the school district already has these documents on file. Therefore, it is unnecessary to submit them.

Date Documents were Received: _____

Name of Supervisor: _____

Counselor/Administrator Signature: _____

Student Clearances –

If during the course of the internship:

1. The student will be 18 years old or will turn 18 years old before completion
2. The student will be working in a setting where there will be children present, even if he/she is not working directly with the children.

Then, the student should consult with the supervisor and his/her company regarding clearances. This is a responsibility of the student and the supervisor to make sure that this occurs.

Student Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

ARREST/CONVICTION REPORT AND CERTIFICATION FORM
(under Act 24 of 2011 and Act 82 of 2012)

Section 1. Personal Information

Full Legal Name: _____

Date of Birth: ____/____/____

Other names by which you have been identified: _____

Section 2. Arrest or Conviction

By checking this box, I state that I have NOT been arrested for or convicted of any Reportable Offense.

By checking this box, I report that I have been arrested for or convicted of an offense or offenses enumerated under 24 P.S. §§1-111(e) or (f.1) ("Reportable Offense(s)"). See Page 3 of this Form for a list of Reportable Offenses.

Details of Arrests or Convictions

For each arrest for or conviction of any Reportable Offense, specify in the space below (or on additional attachments if necessary) the offense for which you have been arrested or convicted, the date and location of arrest and/or conviction, docket number, and the applicable court.

Section 3. Child Abuse

By checking this box, I state that I have NOT been named as a perpetrator of a founded report of child abuse within the past five (5) years as defined by the Child Protective Services Law.

By checking this box, I report that I have been named as a perpetrator of a founded report of child abuse within the past five (5) years as defined by the Child Protective Services Law.

Section 4. Certification

By signing this form, I certify under penalty of law that the statements made in this form are true, correct and complete. I understand that false statements herein, including, without limitation, any failure to accurately report any arrest or conviction for a Reportable Offense, shall subject me to criminal prosecution under 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

Signature

Date

INSTRUCTIONS

Pursuant to 24 P.S. §1-111(c.4) and (j), the Pennsylvania Department of Education developed this standardized form (PDE-6004) to be used by current and prospective employees of public and private schools, intermediate units, and area vocational-technical schools.

As required by subsection (c.4) and (j)(2) of 24 P.S. §1-111, this form shall be completed and submitted by all current and prospective employees of said institutions to provide written reporting of any arrest or conviction for an offense enumerated under 24 P.S. §§1-111(e) and (f.1) and to provide notification of having been named as a perpetrator of a founded report of child abuse within the past five (5) years as defined by the Child Protective Services Law.

As required by subsection (j)(4) of 24 P.S. §1-111, this form also shall be utilized by current and prospective employees to provide written notice within seventy-two (72) hours after a subsequent arrest or conviction for an offense enumerated under 24 P.S. §§1-111(e) or (f.1).

In accordance with 24 P.S. §1-111, employees completing this form are required to submit the form to the administrator or other person responsible for employment decisions in a school entity. Please contact a supervisor or the school entity administration office with any questions regarding the PDE 6004, including to whom the form should be sent.

PROVIDE ALL INFORMATION REQUIRED BY THIS FORM LEGIBLY IN INK.

LIST OF REPORTABLE OFFENSES

- **A reportable offense enumerated under 24 P.S. §1-111(e) consists of any of the following:**

- (1) An offense under one or more of the following provisions of Title 18 of the Pennsylvania Consolidated Statutes:
 - Chapter 25 (relating to criminal homicide)
 - Section 2702 (relating to aggravated assault)
 - Section 2709.1 (relating to stalking)
 - Section 2901 (relating to kidnapping)
 - Section 2902 (relating to unlawful restraint)
 - Section 2910 (relating to luring a child into a motor vehicle or structure)
 - Section 3121 (relating to rape)
 - Section 3122.1 (relating to statutory sexual assault)
 - Section 3123 (relating to involuntary deviate sexual intercourse)
 - Section 3124.1 (relating to sexual assault)
 - Section 3124.2 (relating to institutional sexual assault)
 - Section 3125 (relating to aggravated indecent assault)
 - Section 3126 (relating to indecent assault)
 - Section 3127 (relating to indecent exposure)
 - Section 3129 (relating to sexual intercourse with animal)
 - Section 4302 (relating to incest)
 - Section 4303 (relating to concealing death of child)
 - Section 4304 (relating to endangering welfare of children)
 - Section 4305 (relating to dealing in infant children)
 - A felony offense under section 5902(b) (relating to prostitution and related offenses)
 - Section 5903(c) or (d) (relating to obscene and other sexual materials and performances)
 - Section 6301(a)(1) (relating to corruption of minors)
 - Section 6312 (relating to sexual abuse of children)
 - Section 6318 (relating to unlawful contact with minor)
 - Section 6319 (relating to solicitation of minors to traffic drugs)
 - Section 6320 (relating to sexual exploitation of children)
- (2) An offense designated as a felony under the act of April 14, 1972 (P.L. 233, No. 64), known as "The Controlled Substance, Drug, Device and Cosmetic Act."
- (3) An offense SIMILAR IN NATURE to those crimes listed above in clauses (1) and (2) under the laws or former laws of:
 - the United States; or
 - one of its territories or possessions; or
 - another state; or
 - the District of Columbia; or
 - the Commonwealth of Puerto Rico; or
 - a foreign nation; or
 - under a former law of this Commonwealth.

- **A reportable offense enumerated under 24 P.S. §1-111(f.1) consists of any of the following:**

- (1) An offense graded as a felony offense of the first, second or third degree, other than one of the offenses enumerated under 24 P.S. §1-111(e), if less than (10) ten years has elapsed from the date of expiration of the sentence for the offense.
- (2) An offense graded as a misdemeanor of the first degree, other than one of the offenses enumerated under 24 P.S. §1-111(e), if less than (5) five years has elapsed from the date of expiration of the sentence for the offense.
- (3) An offense under 75 Pa.C.S. § 3802(a), (b), (c) or (d) (relating to driving under influence of alcohol or controlled substance) graded as a misdemeanor of the first degree under 75 Pa.C.S. § 3803 (relating to grading), if the person has been previously convicted of such an offense and less than (3) three years has elapsed from the date of expiration of the sentence for the most recent offense.

SOLANCO SCHOOL DISTRICT

EMPLOYEE/VOLUNTEER SELF-REPORTING COMMITMENT FORM

Required by SD Policies 916 (Volunteers); 806 (Child Abuse); 818 (Contracted Services); [819 (Background Checks)]

This form supplements PDE-6004 Arrest/Conviction Report and Certification Form.

I swear/affirm to all of the following information:

Name _____ Social Security # _____

Address _____

Cogent Systems Registration ID # _____

_____ I am not a Pennsylvania resident _____ I have been a Pennsylvania since _____

_____ I have provided the District with a Pennsylvania State Police Criminal History Report, a Federal Criminal History Report, and Pennsylvania Department of Human Services Child Abuse Report which for a school employee are dated within the past 1 year, and for a volunteer, co-op supervisor, or independent contractor are dated within the past 5 year].

_____ I have not provided these items, but have submitted requests for the required reports, and have provided the District with copies of the request documents.

I have never been named as a perpetrator in a founded or indicated report of child abuse.

Except as noted below, I have not been arrested or convicted for any of the following offenses under the Pennsylvania Crimes Cod (Title 18 of the Pennsylvania Consolidated Statutes) or other statute as indicated below or a similar crime under the law of any other state, the United States, a United States territory or possession, the District of Columbia, the Commonwealth of Puerto Rico, or foreign nation.

- Chapter 25 (relating to criminal homicide)
- Section 2702 (relating to aggravated assault)
- Section 2706 (relating to terroristic threats)
- Section 2709 (relating to harassment)
- Section 2709.1 or former Section 2709(b) (relating to stalking)
- Section 2901 (relating to kidnapping)
- Section 2902 (relating to unlawful restraint)
- Section 2910 (relating to luring a child into a motor vehicle or structure)
- Section 3121 (relating to rape).
- Section 3122.1 (relating to statutory sexual assault)
- Section 3123 (relating to involuntary deviate sexual intercourse)
- Section 3124.1 (relating to sexual assault)
- Section 3124.2 (relating to institutional sexual assault)
- Section 3125 (relating to aggravated indecent assault)
- Section 3126 (relating to indecent assault)
- Section 3127 (relating to indecent exposure)
- Section 3129 (relating to sexual intercourse with animal)

- Section 4302 (relating to incest)
- Section 4303 (relating to concealing death of a child)
- Section 4304 (relating to endangering welfare of children)
- Section 4305 (relating to dealing in infant children)
- A felony offense under Section 5902(b) (relating to prostitution and related offenses)
- Section 5903 (c) or (d) (relating to obscene and other sexual materials and performances)
- Section 6301 (relating to corruption of minors)
- Section 6312 (relating to sexual abuse of children)
- Section 6318 (relating to unlawful contact with minor)
- Section 6319 (relating to solicitation of minors to traffic drugs)
- Section 6320 (relating to sexual exploitation of children)
- Any offense under "The Controlled Substance Drug, Device and Cosmetic Act," 35 P.S. § 780-101 *et seq.*
- Any offense under the "Pennsylvania Uniform Firearms Act," 18 P.S. § 6101 *et seq.*
- Any offense under 75 Pa.C.S. § 3802 (relating to driving under influence of alcohol or controlled substance)

Details of arrests or convictions: _____

I will immediately report to the District (and to my employer if I am employed by an employer that has a contract with the District) if any time in the future while still employed by or providing services to the District I am arrested or convicted for any offense as set forth above [or any other offense under any criminal code] – or if I am named as a perpetrator in a founded or indicated report of child abuse.

The above information is true and correct. This statement is made subject to penalties of criminal law for false statements by government officials.

Date _____

Name _____ type/print

Signature _____