**Protecting God's Children Requirements: School/Daycare**

- **Employees**
  - Principal
  - School Employees
  - Daycare Employees
  - Daycare Director/Employee
  - Daycare Volunteers

- **Unpaid Volunteers**
  - Student Teachers
  - Unpaid Volunteers*

### Employees
- Diocese will process background check through MSP
  - form RI-030
  - Fingerprint code: SE
- Attend Virtus Session

### School Employees
- School will process background check through MSP
  - form RI-030
  - Fingerprint Code: School EEs: SE
- Attend Virtus Session

### Daycare Employees
- Daycare Director/Employee
  - Background check run by LARA
  - https://miltcpartnership.org/longtermcareportal?r=1
  - http://michigan.gov/ccbc
    - see Forms & Resources
- Daycare Volunteers
  - Background check run by using ICHAT
  - PSOR Clearance
- Attend Virtus Session

### Unpaid Volunteers*
- Student Teachers
  - School will process background check through MSP
    - form RI-030
    - Fingerprint Code: School EEs: SE
  - Attend Virtus Session

### Unpaid Volunteers*
- Anyone who assists with school activities, classrooms, functions, and events.
  - **Background Check ICHAT**
  - **Virtus Online Training Accepted**

*If your volunteers receive a stipend payment, they are viewed by the Michigan State Police as employees and need to be fingerprinted with code SE.

**If volunteer has not resided in Michigan for 10 consecutive years, send Criminal Background Consent Form to Diocese of Lansing Child and Youth Protection.

Rev. 11/2022