



Dear St. Anne Families,

Happy first day of August! It's hard to believe how quickly the summer is flying by. July brought us plenty of hot and humid days, so this recent break in the weather has certainly been a welcome change!

While we still have a few more weeks to enjoy the slower pace of summer, we wanted to share a few upcoming events to help you and your child feel prepared and excited for the new school year.

**Kindergarten and Preschool Orientation**

**Wednesday, August 20**

**6:00–6:30 p.m.**

This special time is set aside just for our youngest learners and their families. You'll have a chance to meet the teacher, visit the classroom, and hear all about what to expect during the school year. We hope it will help ease any first-day jitters and build excitement!

**Back-to-School Night**

**Wednesday, August 20**

**6:30–7:30 p.m.**

**St. Anne Community Center**

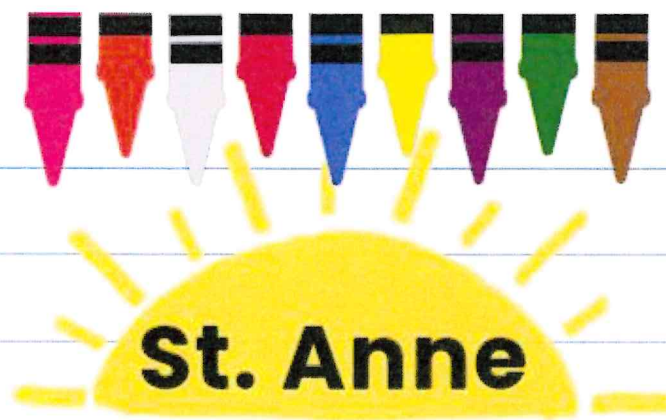
All families are invited to join us for our annual Back-to-School Night, held this year in the Community Center. It's a great opportunity to connect with teachers, meet other families, and learn more about the year ahead.

We can't wait to see our hallways filled with smiling faces again soon! Until then, enjoy these last weeks of summer—soak up the sunshine, make a few more memories, and know how excited we are to welcome you back.

Warmest wishes,

Dr. Fries

Principal, St. Anne School



**St. Anne**

**Back**

*to*

**School**

**When: Wednesday August 20th**

**Time: 6:30 to 7:30**

**Where: Community Center**

**We invite you to come and meet  
your child's  
teacher and say hello.**

**We will also be handing out  
some delicious ice cream to  
make the evening even  
sweeter! We hope to see you  
then!**



St. Anne



# KINDERGARTEN AND PRESCHOOL ORIENTATION




WHEN: WEDNESDAY AUGUST 20TH



TIME: 6:00 TO 6:30 PM



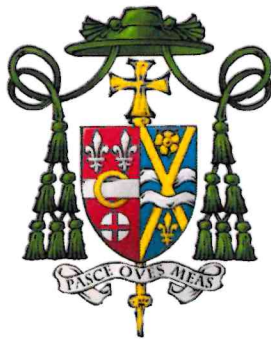
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- 
- PLEASE COME AND JOIN US TO
- \* MEET THE TEACHERS
  - \* VISIT THE CLASSROOMS
  - \* DROP OFF CLASSROOM SUPPLIES
  - \* DISCOVER WHAT THE SCHOOL YEAR HOLDS



PLEASE ENTER THROUGH THE COMMUNITY  
CENTER DOORS AND YOU WILL BE  
DIRECTED TO THE CLASSROOMS. ICE  
CREAM WILL BE SERVED AFTER IN THE  
COMMUNITY CENTER!







## OFFICE OF THE BISHOP

Mailing Address  
POST OFFICE BOX F  
ALLENTOWN, PENNSYLVANIA  
18105-1538

4029 WEST TILGHMAN STREET  
ALLENTOWN, PENNSYLVANIA 18104  
(610) 437-0755  
Fax (610) 433-7822

31 July 2025

My Dear Parents Dedicated to the Mission of Catholic Schools,

Thank you for choosing our Catholic schools for the education and formation of your children. The sacrifices that you make to ensure your children are educated in the Faith serve as a beautiful witness to your commitment to our Lord.

As the primary teachers of the Faith to your children, your own relationship with Christ is equally important and must be fostered and always growing. It is with this in mind that I am pleased to invite fathers, and all men, to join men from across the Diocese at the **Fourteenth Annual Diocesan Men's Conference**. The Conference will take place on Saturday, 11 October 2025 at the Delta Marriot located at 7736 Adrienne Drive Breinigsville, Pa 18031. This year's theme is *Pilgrims Anchored in the Hope of Christ*. The presenters will discuss inspiration for men of faith about our church as it relates to present times.

Every year hundreds of men gather for this great event with presentations by nationally and internationally renowned presenters. This year will feature presentations by Fr. Chris Alar, Father Bill Casey and Jeff Schiefelbein.

In addition to the wonderful presentations, the Conference offers the opportunity to encounter our Lord in the Sacrament of Penance, and Holy Mass. Attendance at this Conference has consistently had deep impacts on the lives of those who attend, from the presentations, encounters with our Lord in the Sacraments, and new friendships.

Finally, fathers are invited to bring their sons at a discounted rate. The experience of seeing hundreds of men praying together and taking the faith seriously can have a deep impact on the life of a young man in his formative years. Please visit <https://www.menaliveinchrist.org> for more information and to register. It is my great hope to see your lives enriched at the Conference.

With gratitude for your attention to this letter and invoking God's blessing upon you and your family, I am

Sincerely yours in Christ,

✠ Most Reverend Alfred A. Schlert  
Bishop of Allentown

## EXTENDED CARE REMINDERS

- Students must re-register each year for Extended Care. The Extended Care registration is included with the parent communication packet.
- There is a \$35.00 registration fee per child. The hourly fee is \$9.00
- Students will be registered on our ProCare system
- Our Extended care is a prepay system you must deposit funds in your ProCare account prior to the month. You need to estimate how much you think you will use it. If you estimated too low, when the invoices come out at the beginning of the month you will know what you owe. If you estimate too high, it will roll over.
- You can choose to use auto pay. If you put a credit/debit card or checking/savings account on Procare, you will not have to prepay. Your account will be charged on the 15<sup>th</sup> of the month for the amount you owe for the previous month.
- If you don't choose the auto pay, you must deposit fund prior to the month or your child will not be able to go to Extended Care.
- Your child will not be able to attend Extended Care if your account is delinquent.



## EXTENDED CARE REGISTRATION FORM

Date: \_\_\_\_\_

Please check the approximate time(s) your student may attend Extended Care.

\_\_\_\_ Mornings

\_\_\_\_ Afternoons

Students Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Male: \_\_\_\_ Female: \_\_\_\_ Grade/Homeroom: \_\_\_\_

Medical/Additional Information:

Allergies: \_\_\_\_\_

Other: \_\_\_\_\_

Student's

Interests: \_\_\_\_\_

Student's

Fears: \_\_\_\_\_

Siblings (names, grade,  
ages): \_\_\_\_\_

LEARN

SUCCEED

LEAD

**Parent/Guardian Information:**

**Parent/Guardian 1 Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Employer:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_

**Parent/Guardian Information:**

**Parent/Guardian 2 Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Employer:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_

**Parents:** ☐ Married ☐ Divorced ☐ Separated ☐ Widowed ☐ Single

**If divorced or separated Custody agreements are required**

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**In addition to Parents list people who are authorized to pick up your child(ren)**

**Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

## **VOLUNTEER CLEARANCE REQUIREMENTS**

***MANY THANKS TO SO MANY VOLUNTEERS WHO HAVE RECENTLY OBTAINED OR UPDATED REQUIRED CLEARANCES.***

**All School/Parish/CYO Volunteers** are required to obtain Child Protection Clearances.

- Please email me to obtain forms and applications to help speed up the process for you.

### **IMPORTANT!!!**

- **Please....Do not wait until the last minute...**some clearances can take up to a few weeks to come through!

**Many Volunteers have not yet obtained their NSOR National Sex Offender Registry Clearance** – please obtain this clearance NOW– it is required!

*The application is attached.* Check the volunteer box and send the completed form to the email address on the application. Send both the completed form and clearance, which will come via US mail, to my attention.

- Please contact me at **[ebrida@stannebethlehem.org](mailto:ebrida@stannebethlehem.org)** – I will be happy to assist, check your clearance status for you, or answer any questions you may have at any time!

***Eileen Brida***

***St. Anne Parish/School***



## **VOLUNTEER CHILD SAFETY/PROTECTION CLEARANCE UPDATES:**

### **A MUST READ**

**To: St. Anne School Parents, Grandparents, Guardians:**

#### **New Diocese of Allentown CLEARANCE Updates:**

School/CYO Volunteers must obtain **ALL** required Safe Environment Clearances - *no exceptions*.

The Diocese will now issue ID badges to identify vetted volunteers. Many volunteers have yet to complete their National Sex Offender Registry **NSOR** clearance. Notices and the required application have been posted in the *Parent Communication Packet* for several months. PLEASE... follow the instructions and complete this clearance! Only volunteers completely vetted will be permitted to volunteer.

If you wish to check your clearance status- contact me via email at any time. I will be happy to assist you and get you up to speed.

#### **IN-PERSON Mandated Reporter Training Available at St. Anne**

**Monday, August 18<sup>th</sup>, 6pm**, St. Anne will host an *in-person PA Mandated Reporter Session*, presented by the Diocese (usually only available online) for any volunteer who wishes to complete this PA State training required by law. This is especially great for anyone... **Senior - GRANDPARENT** volunteers, who may not be computer comfortable or literate or have the time at home to complete this training!

**EMAIL:** [ebriida@stannebethlehem.org](mailto:ebriida@stannebethlehem.org) to register or if you have any questions regarding clearances.

*Additional Updates – information will be distributed shortly for all volunteers to read & sign the updated Diocesan social media Policy.*

## APPLICATION: National Sex Offender Registry Verification

The following individuals must complete the National Sex Offender Registry verification application:

- Any individual 18 years or older residing in the child care setting where child care is occurring.
- Any individual working for a Regulated Child Care Provider.
- Any individual with an ownership interest (corporate or non-corporate) in a Regulated Child Care Provider and who participates in the organization and management of the operation.
- Any volunteer of a child care provider, group day-care home or family child care home.

Type or print clearly in ink. Fill in all necessary fields on the application. Once completed, use one of the following three options to submit the application for processing:

1. Mail to the Clearance Verification Unit, ChildLine at the following address: Department of Human Services PO Box 8170 Harrisburg, PA 17105-8170; **OR**
2. Scan the completed application and email to: **RA-PWNSOR@pa.gov** In the subject line list 'NSOR Verification Applicant Last Name (i.e., Smith); **OR**
3. Hand deliver to the Clearance Verification Unit drop off box located at: 2525 North 7<sup>th</sup> Street, Harrisburg, PA 17110. Free parking is available in the visitor's lot at front of the building.

- Processing time is fourteen days from the date the application is received.
- Retain a copy of the completed application for your record. You may need a copy as proof of your submission for your employer.
- There is no fee for the National Sex Offender Registry verification letter.
- Refer all questions to the Clearance Verification Unit at 877-371-5422.

### Purpose of the National Sex Offender Registry Verification (Check one box only)

- ☐ Individual 18 years or older residing in the facility where child care is occurring.  
Individual working for a Regulated Child Care Provider.
- ☐ Individual with an ownership interest (corporate or non-corporate) in a Regulated Child Care Provider and who participates in the organization and management of the operation.
- ☒ Volunteer of a child-care provider, group-daycare home or family child care home.

### Applicant Demographic Information (All fields required)

Full Name (Last, First, Middle Initial): \_\_\_\_\_

Social Security Number (XXX-XX-XXXX): \_\_\_\_\_

Date of Birth (MM/DD/YYYY): \_\_\_\_\_

Daytime Phone Number (XXX-XXX-XXXX): \_\_\_\_\_

Home Mailing Address: \_\_\_\_\_

\_\_\_\_\_ Include full street address, (Apt # or PO Box if applicable),

\_\_\_\_\_ City, State and Zip Code

E-mail Address: \_\_\_\_\_

I affirm the above information is accurate and complete to the best of my knowledge and belief, and submitted as true and correct under penalty of law per Section 4904 of the Pennsylvania Crimes Code.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_





**DIOCESE OF ALLENTOWN**  
OFFICE OF CATHOLIC HEALTH,  
HUMAN SERVICES, AND YOUTH PROTECTION  
*OFFICE OF THE SECRETARY*  
POST OFFICE BOX F  
ALLENTOWN, PENNSYLVANIA 18105-1538

**SAFE ENVIRONMENT PARISH & SCHOOL VOLUNTEER REQUIREMENTS CHECKLIST**

**All Volunteers who might have contact with children must have the following:**

- 1. Pennsylvania State Police Criminal Record Check** (Pennsylvania Access to Criminal History (PATCH)) (Less than one year old, recheck every 5 years) – new volunteers please complete **PATCH** online at: [Pennsylvania Access To Criminal History - Home \(state.pa.us\)](https://www.state.pa.us/cwis/public/home) please click on “New Volunteer Record Check”, OR send your completed “Background Authorization Form” to [punger@allentowndiocese.org](mailto:punger@allentowndiocese.org)
- 2. Pennsylvania Child Abuse History Certificate** (Recheck every 5 years). To obtain the **Pennsylvania Child Abuse History Certificate**: <https://www.compass.state.pa.us/cwis/public/home> . A free check is available every 57 months. A free payment code is available through your Local Safe Environment Coordinator (LSEC) or your CYO Representative.
- 3. Federal Bureau of Investigation Criminal “DHS” Background Fingerprint Check** (18+ years old) (less than one year old, recheck every 5 years) –payment code is available through your Local Safe Environment Coordinator or your CYO Representative. Register for the fingerprint at <https://uenroll.identogo.com> with payment code obtained from Local Safe Environment Coordinator (LSEC). During registration, make an appointment for fingerprint scanning at a nearby public site. Print receipt, take it to the appointment and provide receipt to the LSEC. Approximately two weeks after fingerprinting, you will receive the results in the mail. Bring the original document to the Local Safe Environment Coordinator for submission to the Diocese when you receive it.
- 4. Signed Acknowledgment form for 2022 Diocese of Allentown Sexual Abuse Policy** which can be reviewed at: <https://www.allentowndiocese.org/sites/default/files/2023-01/SexualAbusePolicy2022.pdf>
- 5. Signed Acknowledgment form for 2022 Diocese of Allentown Code of Conduct Policy** which can be reviewed at: <https://www.allentowndiocese.org/sites/default/files/2023-01/CodeofConduct2022.pdf>
- 6. Signed Acknowledgment form for 2022 Diocese of Allentown Social Media and Electronic Communications Policy** which can be reviewed at: <https://www.allentowndiocese.org/sites/default/files/2023-01/SocialMediaPolicy2022.pdf>
- 7. Protecting God’s Children** attendance certificate, only needs to be done once, please see attached directions. Print certificate of completion
- 8. Certificate from Mandated Reporting Training** (good for 5 years) Mandated Reporter Training can be done at [www.reportabusepa.pitt.edu](http://www.reportabusepa.pitt.edu). Please see attached directions. Print certificate of completion.
- 9. Acknowledgement Form for Child Protective Services Law (CPSL) Policy.** Review the Diocese of Allentown’s Child Protective Services Law Policy (attached) and sign the acknowledgement form.
- 10. Signed Background Check Authorization Form**, attached
- 11. Motor Vehicle Report – if driving on behalf of a Diocesan location**, please fill out part “C” and “E” of the attached “Request for Driver Information Form”. Please mail original to Diocese of Allentown Safe Environment Office, PO Box F, Allentown PA 18105-1538
- 12. National Sex Offender Registry Check**, must be less than a year old and completed every five years. <https://www.dhs.pa.gov/KeepKidsSafe/Resources/Documents/NSOR.APPLICATION.05.02.22.pdf>

OFFICE ADDRESS: 1515 MARTIN LUTHER KING JUNIOR DRIVE,  
ALLENTOWN, PENNSYLVANIA 18102