



All Saints Catholic School

22870 Second Street, Hayward, CA 94541 (510) 582-1910
www.ascshayward.org

All faculty, staff & volunteers must be LiveScan fingerprinted and cleared in order to volunteer. **Please be advised that clearance takes up to a week for processing, so planning ahead is necessary.**

FingerPrint Services of America in Hayward and Village Post & Parcel in San Lorenzo are the approved vendors for the Diocese of Oakland. LiveScan clearance is a one-time requirement.

LiveScan/Fingerprint Information:

- Diocese Approved LiveScan Vendors:
 - **Village Post & Parcel**
 - Ph: (510) 278-8744
 - Address: 15934 Hesperian Blvd.
 - San Lorenzo, CA 94580
- Bring the completed "Request for Live Scan Service" form with you
- LiveScan fee is \$34.00 (volunteer) and \$88.00 (employee)
Payment for services should be made payable to **All Saints Catholic School**
- Return a copy of your completed **LiveScan Request** with your **fee/payment** to Rosanne at the school office after your appointment
- **Your LiveScan clearance will not be processed without payment**

In compliance with the Diocese and in order to help ensure the safety of our children, parents and staff are asked to keep current their Safe Environment training certification through **Virtus**, and to complete LiveScan fingerprinting.

<https://www.virtusonline.org>