



**DIOCESE OF
SAN JOSE**

VIRTUS® Annual Audit Reporting Form

VIRTUS® Catholic Safe Environment Curriculum
Office for the Protection of Children and Vulnerable Adults

Required Information

School Name	Academic Year
School Principal	School Contact Person or Volunteer Coordinator
Contact Person's Phone Number	Contact Person's Email Address
Total # of Students Enrolled at School (K-12)	Total # of Students Received VIRTUS® Catholic Safe Environment Curriculum (In Class)
# of Opt-Outs (Including Absences)	Number of Make-Up Sessions (If Applicable)

Important Information:

1. Completed form must be submitted no later than **April 30th**. Please email form to Griselda.Cervantez@dsj.org. Please keep a copy of training records on-site for audit purposes.
2. **ONLY** report (K-12th) students who are enrolled and in attendance on the date of VIRTUS® Curriculum.
3. The Family Safety Session is to be completed at home as an alternative option for families who "opt-out" of the school presentation, and should also be offered to absent students.

Form Completed by (Print Name): _____

Signature: _____ Date: _____