

FINGERPRINTING INFORMATION

TO: Field Trip Volunteers/Chaperones (one day and overnight), Student Teachers, Observers, and Pre-Practicum Students

FROM: Kevin Carney, Superintendent

DATE: July 1, 2014

RE: Background Checks Law – Fingerprinting

On January 10, 2013, Governor Patrick signed Chapter 459 of the Acts of 2012, “An Act Relative to Background Checks.” The new law requires all employees and anyone who works in the schools and may have direct and unmonitored contact with children, to submit to state and national fingerprint-based criminal background checks. This Act creates a national criminal database.

In addition, at the June 11, 2014 School Committee Meeting, the School Committee members voted on Policy ADB to include the fingerprinting of all Field Trip Volunteers/Chaperones for one day or overnight trips, Student Teachers, Observers, and Pre-Practicum Students, to be fingerprinted under this new law.

The Statewide Applicant Fingerprint Identification Services (SAFIS) Morpho Trust USA IndentoGo™ registration website is available for applicants to schedule fingerprinting appointments. Please find attached for your review the SAFIS Registration Guide for PreK-12 Grade Education (ESE), the SAFIS Form 004: How to Change, Correct, or Update Your National Criminal History Record Response, and the Acceptable Forms of Identification sheet. Go to <http://www.identogo.com/FP/Massachusetts.aspx> to begin this process and to see where the enrollment/registration centers are located throughout the state.

Unlike state CORI checks that have no associated fee, the fee charged for running the national checks will be \$35 for (i.e. support staff, cafeteria workers, day care workers, volunteers, student teachers, etc.). As is the case in almost every other state that conducts fingerprint-based state and national criminal history checks, the fee will be paid by the individual.

When you register, you will be required to provide Uxbridge Public Schools Provider Identification Number. Please use the Provider Identification Number: **03040000**

If you have any questions pertaining to this matter, please feel free to contact my office. Thank you.