

## BACKGROUND CHECKS OF PROSPECTIVE EMPLOYEES

Section 111 of the Pennsylvania School Code, amended effective April 1, 2007, requires prospective employees to submit, with their employment application a State Criminal History Report (Act 34) by completing Form SP-164, available at any PA State Police Barracks or from the PA State Police web site: [www.psp.state.pa.us](http://www.psp.state.pa.us) and the Federal Criminal History Report (Act 114) (Fingerprint-based background check) by registering via telephone at 1-888-439-2486 or via the web at: <http://www.pa.cogentid.com>. Criminal History Reports shall be no more than one (1) year old at the time of employment.

Section 111 prohibits the SUN Area Career & Technology Center from employing any person whose criminal history indicates that the applicant has been convicted within five (5) years immediately preceding the date of the report of one or more of the following offenses:

*Criminal homicide; aggravated assault, kidnapping, unlawful restraint, rape, statutory rape, involuntary deviate sexual intercourse, indecent assault, indecent exposure, concealing the death of a child born out of wedlock, endangering the welfare of children, dealing in infant children, prostitution and related offenses, distribution of obscene and other sexual materials, corruption of minors, sexual abuse of children, an offense designated as a felony under the act of April 14, 1972, known as "The Controlled Substance, Drug, Device and Cosmetic Act." And an Out-of-State or Federal offense similar in nature to those crimes listed previously.*

The Child Protective Services Law (CPSL) was amended in 1994 (Act 151) to require that all applicants for employment in public and nonpublic schools receive a clearance statement from the Department of Public Welfare to screen for child abuse before being employed. The Pennsylvania Child Abuse History Clearance Form CY-113 may be obtained via the web at: <http://www.dpw.state.pa.us/general/formspub/003671038.htm> or from this school.

**All costs for the above documents are the responsibility of the applicant.** Forms are not required upon submission of the application; however **the original reports must be presented to the Administrative Director prior to employment** at which time a copy will be made and retained by the school.