

*Employment of Day Care Staff*

The Board of Education recognizes the level of responsibility inherent in positions involved in the day care function in the school district and the necessity of employing and otherwise utilizing persons in these positions who meet the standards established by the New York State Department of Social Services.

The Board requires that every individual employed by this district to function in a child care capacity who will have the opportunity for regular and substantial contact with children and each individual who volunteers to perform such functions shall be required to submit an application and provide or make available to the district the following background information:

- employment history and three references, including at least one reference to verify employment and at least one to provide a character reference;
- a State Central Register Clearance form (DSS-3370 or equivalent); and
- a signed statement by the applicant or volunteer applicant indicating whether such individual has been convicted of a crime in New York State or any other jurisdiction. If an individual indicates that he or she has been convicted of a crime, information regarding the date of conviction, the nature of the crime for which convicted and other relevant information.

Any individual who fails to truthfully and accurately provide information regarding criminal conviction(s) shall be denied employment, terminated from employment and/or may have his/her license to provide day care denied or revoked.