

Criminal Background Checks (CBC) for Volunteers

- **In accordance with Board policy, CBC's are now required every three years instead of every year**
- **Volunteers will receive an email from Raptor letting them know that their CBC is up for renewal 90 days, 60 days, and 30 days before it expires.**
- **Volunteers will check-in at the building office, sign in, and be given a badge for the day. The volunteer's name must be in the Raptor database to accompany a field trip, tutor, or to participate in any other functions that would allow a volunteer to be alone with a student.**
- **Principals should coordinate between the school administrative assistant who works at the Welcome Desk regarding procedures.**