



Edgewood Preschool Cooperative

Background Check Policy

In an effort to balance safety with the ideal that all parents should play an active role in their child's education, Edgewood Preschool Cooperative (EPC) follows the background check guidelines established by the Indiana Council of Preschool Cooperatives (ICPC). Background checks must be done at least every 3 years. Parents (or equivalent co-oping adults, such as grandparents, nannies, etc.) shall provide proof of a background check in the following way:

1. Submit information via the ICPC contracted vendor using the following link:
<https://secure.safehiringsolutions.com/app.cfm?id=07995778-F240-4201-8385-584481F22871> You will receive an email once the check has gone through to submit to EPC.
 - a. The ICPC vendor will provide a report to a third-party intermediary who is not on any member preschool's board. The intermediary will review each background check report in absolute confidentiality, checking the report for certain criminal history which would disqualify an adult from participation:
 - I. Any felony charge within the last five years
 - II. Any misdemeanor or felony charge asserting a crime against a child
 - III. Any misrepresentation on the background check request
 - IV. Any charge that indicates a potential risk to students or school
 - b. The intermediary will communicate the result of the background check directly to the parent within ten days of submission.
 - c. Any parent who is initially disqualified will automatically have an appeal and request for consideration initiated by ICPC on their behalf.

****If the background check has not been completed by the child's school start date, the co-oping adult may not participate in the classroom and will forfeit their child's spot at EPC ****