

 Tucson, Arizona POLICY REGULATION	POLICY TITLE: Fingerprint Clearance
	POLICY CODE: GDFA - R

Classified Employees and Non-Parent Volunteers - Fingerprinting

Prior to employment, classified employees must be fingerprinted by the Human Resources department at a cost of \$29. Fingerprinting for non-parent volunteers is completed by Human Resources at no charge to the volunteer.

If the employee provides direct services to students, the District shall provide supervision of the individual until the date the fingerprint check is completed. "Supervision" means under the direction of and, except for brief periods of time during a school day or a school activity, within sight of a certificated employee when providing direct services to students.

Certification regarding criminal offenses

All individuals, including parent volunteers, who will provide direct services to students shall certify whether they are awaiting trial on or have ever been convicted of or admitted in open court or pursuant to a plea agreement committing any of the following criminal offenses in this state or similar offenses in another jurisdiction:

- Sexual abuse of a minor
- Incest
- First or second degree murder
- Kidnapping
- Arson
- Sexual assault
- Sexual exploitation of a minor
- Felony offenses involving contributing to the delinquency of a minor
- Commercial sexual exploitation of a minor
- Felony offenses involving sale, distribution or transportation of, offer to sell, transport or distribute or conspiracy to sell, transport or distribute marijuana or dangerous or narcotic drugs
- Felony offenses involving the possession or use of marijuana, dangerous drugs or narcotic drugs
- Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs
- Burglary in the first degree
- Burglary in the second or third degree
- Aggravated or armed robbery

- Robbery
- A dangerous crime against children as defined in Sec. 13-604.01
- Child abuse
- Sexual conduct with a minor
- Molestation of a child
- Manslaughter
- Aggravated assault
- Assault
- Exploitation of minors involving drug offenses

Employees and non parent volunteers will complete this certification in Human Resources at the time of fingerprinting or new employee orientation. Parent volunteers will complete this certification at the school site.

Inconsistent Results of the Fingerprint Clearance

A person who makes a false statement, representation or certification in any application for employment with the school district is guilty of a Class 3 Misdemeanor. The District may terminate an employee if the information on the certification is inconsistent with the information received from the fingerprint check.

Confidentiality

Any person who permits unauthorized access to criminal history record information, releases criminal history record information, or procures the release or uses criminal history record information other than in accord with A.R.S. 41-1750 is guilty of a Class 6 felony.

Reviewed: July 29, 2005 (Friday Report)
 Revision: July 27, 2010 (Recoded from GCFA-R to GDFA-R only)
 Review

LEGAL REF.: Arizona Revised Statute §15-534. Fingerprinting, affidavit; violation; classification.
 Arizona Revised Statute §41-619.53. Board of fingerprinting; powers and duties; personnel; liability.
 Arizona Revised Statute §41-619.55. Good cause exceptions; revocation.
 Arizona Revised Statute §41-1758.01. Fingerprinting division; duties.
 Arizona Revised Statute 41-1458.04. Denial, suspension or revocation of fingerprint clearance card.

CROSS REF.:

Replaces TUSD Regulation # 4015