## **PER4: Criminal Background Checks**

Effective July 1, 2000, all personnel, employed by the Library Board and MCSD shall be fingerprinted and have a criminal record check prior to the start of their employment.

It is the policy of the MCSD that subsequent criminal record checks of those continued in employment in the school district shall occur every 5<sup>th</sup> year of employment.

Any employee arrested for whatever cause, must report the arrest to their supervisor within 5 days.

MCSD policy GAMC applies.

Chattahoochee Valley Libraries Board: Revised and adopted: April 18, 2013

Muscogee County Library Board:

Revised and adopted: April 25, 2013