

G.06 – Background Investigations

El Camino Real Academy shall conduct background checks, based upon fingerprint identification, of all prospective employees and all current employees every five years. Employees and prospective employees are eligible for full reimbursement of the cost of background checks for employment.

El Camino Real Academy shall conduct background checks, based upon fingerprint identification, of all district contractors and contractor employees who may have unsupervised access to students. These background checks will be required every five years. Contractors will be responsible for the cost of the background checks and will be required to present proof of compliance.

El Camino Real Academy shall conduct background checks, based upon fingerprint identification or other personal identifying information, of all volunteers who may have unsupervised access to students. These background checks will be required every five years. Volunteers will be eligible for full reimbursement of the cost of background checks based on first come, first reimbursed until available budget is fully expended.

Responsible Persons: Principal, Business Manager

References

Legal Cross Ref.:

- §22-10A-5 NMSA 1978
- §22-14-32 NMSA 1978
- §22-5-17 NMSA 1978

Procedural Directive Cross Ref.:

- Employee Handbook
- Parent/Student Handbook

Revision approved: December 12, 2012
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