



APPENDIX C
Alabama Department of Early Childhood Education (ADECE)
Background Check Verification Form

(Due to First Class Monitor within 10 days of first day of school year for all First Class Pre-K Classrooms)

The safety and security of the students at our Grantee sites is very important to ADECE. Please list all employees or volunteers that have contact with First Class Pre-K students and identify whether you have completed a background check for the individual(s).

****If new employees or volunteers will have contact with First Class Pre-K students after initial completion of this form, you must submit an updated form to your First Class Monitor.**

Classroom Name: _____ Program Name: _____

1) Please list all individuals described above and verify background checks.

Employee/Volunteer at Site	Position	Background Check Completed and Passed?
_____	_____	Circle Yes or No
_____	_____	Circle Yes or No
_____	_____	Circle Yes or No
_____	_____	Circle Yes or No
_____	_____	Circle Yes or No
_____	_____	Circle Yes or No
_____	_____	Circle Yes or No
_____	_____	Circle Yes or No

****If you answered no to question #1, ADECE will require the following:***

Unchecked adults will not be left alone with students who are not their child until a background check can be completed and verified to ADECE.

 Program Director's Signature

 Date

State of Alabama

County of _____

The foregoing instrument was acknowledged before me this ____ day of _____, 20__.

 Notary's Official Signature
 (Seal)

 Commission Expiration Date