



GROVE CITY
CHRISTIAN
SCHOOL

4750 Hoover Road, Grove City, OH 43123

BACKGROUND CHECK POLICY

Teaching and Nonteaching Employees

All current and newly hired employees of Grove City Christian School (GCCS) will complete and/or provide the following:

- Electronic Finger Printing for Bureau of Criminal Investigation and Federal Bureau of Investigation
- Emergency Contact Information
- Immigration Form (I-9)
- Copy of Photo Identification

Each employee must have a current background check and drug test completed prior to his/her first date of employment with GCCS. Background checks are required to be renewed every 5 years.

Volunteers

All persons who wish to volunteer in any capacity are required to complete a background check through Protect My Ministry and/or Bureau of Criminal Investigation and Federal Bureau of Investigation. Each volunteer must have a current background check prior to their first day of volunteering. Background checks are required to be renewed every 2 years.