

WHITE PLAINS CITY SCHOOL DISTRICT
FINGERPRINTING AND BACKGROUND CHECKS

Commissioner of Education regulations require prospective school employees and service providers to obtain fingerprinting/background clearance from NYSED if:

- The Service Provider will have direct contact with students
- The Service Provider will be providing services on more than 5 days

For the services sought in Request for Proposals, the SERVICE PROVIDER agrees and understands that all individuals providing services must be cleared by the New York State Education Department based upon fingerprint criminal background checks in accordance with the provisions contained in the SAVE Legislation prior to providing services to the White Plains City School District. In the event that the SERVICE PROVIDER utilizes an individual who is required to and who has not obtained fingerprinting clearance with the State Education Department, the White Plains City School District shall have the right to immediately terminate this Agreement and the SERVICE PROVIDER shall be responsible for and **pay to the White Plains City School District any costs and damages incurred by the District as a result of this material breach of the Agreement by the SERVICE PROVIDER, including but not limited to the increased costs incurred by the District to secure replacement services.**

If you have any questions regarding fingerprinting and background clearances, please refer to the NYSED webpage. You can access the NYSED webpage by the following link: <http://www.nysed.gov/educator-integrity/fingerprint-process>

To allow the White Plains City School District, to check for NYSED clearances of your employees, who will be providing services, the following form must be completed and submitted. Any of your listed employees, who do not have NYSED clearances, will be required to undergo a fingerprint criminal background check by NYSED. Service Provider will be responsible for all costs associated with the fingerprint criminal background checks by NYSED and obtaining clearance from NYSED for the provision of services to White Plains City School District.

