



Cooperative Play Academy Inc.
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Cooperative Play Academy Inc. Background Check Policy

In an effort to balance safety with the ideal that all parents should play an active role in their child's education, Cooperative Play Academy Inc. follows the background check guidelines established by the Indiana Council of Preschool Cooperatives (ICPC). Background checks are valid for three(3) years.

- Parents (or equivalent co-oping adults, such as grandparents, nannies, etc.) shall submit information for a background check via the ICPC contracted vendor using the following link:
<https://secure.safehiringsolutions.com/app.cfm?id=07995778-F240-4201-8385-584481F22871>
- You will receive an email once the check has gone through to submit to Cooperative Play Academy Inc.
- The ICPC vendor will review each background check report in absolute confidentiality, checking the report for certain criminal history which would disqualify an adult from participation:
 - Any felony charge within the last five years
 - Any misdemeanor or felony charge asserting a crime against a child
 - Any misrepresentation on the background check request
 - Any charge that indicates a potential risk to students or school
- The ICPC vendor will communicate the result of the background check directly to the parent within ten days of submission.
- Any parent who is initially disqualified will automatically have an appeal and request for consideration initiated by ICPC on their behalf.
- If the background check has not been initiated by the child's school start date, the co-oping adult may not participate in the classroom and may eventually forfeit their child(rens) spot at Cooperative Play Academy Inc.
- Parent Member will agree to pay the fee for the background check (approx. \$18) when they submit their information.

Cooperative Play Academy Inc. does not discriminate on the basis of race, religion, color, sex, sexual orientation, gender identity, disability, national origin, ancestry, age, or United States military service veteran status.