

## School of Education Background Check Policy – One Source

1. All Teacher Education candidates will be required to successfully complete a background check as part of Admission to Student Teaching. A candidate will not be fully approved for student teaching until he/she has completed this process and the results are provided to the School of Education.
2. The individual that has primary responsibility for processing the background checks for candidates will be the Director of Field Experiences.
3. Candidates will be provided directions for requesting a background check from One Source as part of the application. Candidates will complete an online submission of the request form and pay the appropriate fee to One Source directly, either via credit card or payment by mail. This will be completed as part of the application process.
4. Candidates will also complete a hard copy form of the Nebraska Child Abuse Release Form as part of their application documents, which the School of Education will then forward on to One Source, to verify candidates' acknowledgement of the process.
5. Background checks for candidates applying for Admission to Student Teaching will be completed at one of two scheduled times during the year, each approximately two months prior to the beginning of the student teaching experience: Spring student teachers will have their background checks completed November 1; Fall student teachers will have their background checks completed June 1.
6. It is the candidate's responsibility to request the background check as part of the admission process and to ensure that payment is made for this service directly to One Source. While the School of Education requires the background check for admission, no School of Education personnel will be directly involved in this request process.
7. The School of Education will notify candidates if the background check results in not being admitted to the checkpoint for which they are applying. However, the School of Education is not responsible for any perceived errors in the background check report; any disagreement with the report should be communicated directly to One Source. They will follow up on any complaints and identify any errors, if any, in the reporting process. If a background check report is modified or corrected, a new report will be provided to the School of Education.
8. The basis by which the background check is used for denying admission to student teaching will be based on the Nebraska Department of Education's guidelines in Rule 20, which identifies those convictions that will negatively impact certification for all teacher education institutions.

Should a candidate have one or more of the following convictions present themselves as a result of the background check, he/she will not be approved for student teaching:

- A. Any felony conviction
- B. Any misdemeanor conviction involving abuse, neglect, or sexual misconduct, including:
  - ✓ Accessory to a Felony
  - ✓ Aiding, Abetting, Procuring, or Causing Another to Commit an Offense
  - ✓ Assault (3<sup>rd</sup> degree or higher)
  - ✓ Attempt to Commit a Crime
  - ✓ Criminal Conspiracy
  - ✓ Stalking
  - ✓ Hazing
  - ✓ False Imprisonment
  - ✓ Sexual Assault (3<sup>rd</sup> degree or higher)
  - ✓ Abandonment of Spouse or Child
  - ✓ Child Abuse
  - ✓ Contributing to the Delinquency of a Child

- ✓ Prostitution
- ✓ Keeping a Place of Prostitution
- ✓ Debauching a Minor
- ✓ Public Indecency
- ✓ Sale of Obscene Material to Minor
- ✓ Obscene Motion Picture Show, Admitting Minor
- ✓ Obscene Literature Distribution
- ✓ Sexually Explicit Conduct
- ✓ Resisting Arrest, when conviction involves use or threat of physical force or violence against a police officer
- ✓ Indecency with an Animal
- ✓ Intimidation by Phone Call
- ✓ Child Enticement
- ✓ Unlawful Intrusion
- ✓ Harassment Protection Order
- ✓ Domestic Assault
- ✓ Child/Vulnerable Adult Contact with Methamphetamine
- ✓ Protection Order

9. As stated in Rule 20, convictions which have been set aside, nullified, expunged, or pardoned shall not be considered convictions, unless the laws of the jurisdiction of the conviction would allow the conviction to be used as the basis for denial of permission to teach, counsel, supervise, administer, or provide special services in schools.
10. As stated in Rule 20, any candidate with a conviction as defined above shall not be allowed to student teach without approval by the NDE Commissioner or the Board. A person with a conviction as defined above may request approval by the Commissioner or the Board by following the procedures set forth in 92 NAC 21, Section 009.02 through 009.04. Should the candidate receive approval from NDE, he/she will then be reconsidered for admission.
11. Should the candidate not receive approval from NDE, he/she will not be approved for admission to student teaching and will not be able to complete degree requirements or teacher certification at Peru State College.