Chaperone Background Check

**Adult chaperones that are not school system employees MUST complete a background check through School Safety prior to submitting their names in the field trip request and attending the overnight trip. There are two options for the event planners or parent:**

* 1. **Option 1. In person fingerprinting at School Safety. It will be the responsibility of the parent or sponsoring team to present a check at the time of fingerprinting (made out to Forsyth County School System). The cost is $60.**
  2. **Option 2. Parent will utilize the QR Code shown below and complete ALL required fields in the School Pay System. The cost for this process is $22 and can be processed within the School Pay process. Note- chaperones do not need to come to School Safety in person if they choose to use this method.**

**Chaperones MUST be cleared each school year by one of the two processes listed above. Clearance will run from Day 1 of school until the last day of summer prior to the official start date of students.**

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School Safety representatives will process your background check through the CLEAR Program. Your information will only be shared as “Cleared” or “Not Cleared” to the school. For more information on Clear see the following site- <https://legal.thomsonreuters.com/en/products/clear>

For Additional concerns please contact:

Todd Shirley, Chief of Student Support Services OR Steve Honn, Director of School Safety

770-888-3466