March 26, 2018

To: The North Hampton School parents and community
Re: Volunteer/Intern/Contractor fingerprinting instructions

Dear North Hampton parents, guardians and families,

Recently SAU 21 has revised its procedure for fingerprinting and background checks to align with the 9/12/2017 Department of Education Technical Advisory.  

This procedure, which is now required in all of the SAU 21 districts, includes a criminal background check authorized through the Human Resources office at the SAU. Any school volunteer who may chaperone and/or participate in a school event which may result in him/her independently monitoring students without the supervision of an NHS staff member is subject to a background check.

Parents/guardians who followed the new procedure implemented at NHS this past Fall are required to take this additional step. NHS volunteers are asked to contact Sandy Kane, Human Resources Assistant, at the SAU 21 Human Resources office (603-926-8992 x110) and bring the accompanying form to their fingerprinting appointment. Fingerprinting occurs on Tuesdays at the SAU. Volunteers who cannot make an appointment on Tuesday, or have any other concerns, should contact Sandy Kane to make other arrangements for criminal records instruction.

Upon completion of the criminal background check, Sandy Kane will contact the Administrative Assistant at NHS who is documenting approved volunteers. Dependent upon demand, SAU 21 Human Resources may arrange an afternoon/evening at NHS for parent/guardians to complete the background check. Thank you for your continued support of the North Hampton School.

Sincerely,

Erik M. Anderson