

## Overnight Chaperone Guidelines

All overnight chaperones who wish to provide non-paid services, duties and responsibilities pertaining to the care, safety and well-being of the Fulton County School System students must have a national and state background check conducted prior to their volunteer service to the system. According to Georgia law, O.C.G.A 35-3-34.2, volunteers who may have unsupervised access to children may submit to a fingerprint screening, Federal Bureau of Investigation (FBI) and a state, Georgia screening of their criminal history. The criminal history check is to “determine suitability (and fitness) of a potential child care provider,” who may be responsible for the safety and well-being of children. (National Child Protection Act section 3(a) (1)) Disqualifying criminal history information for volunteer services may include, but is not limited to, any convictions of child abuse crimes, exploitation, physical or mental abuse, negligent treatment or maltreatment of a child by any person.

Persons interested in becoming an overnight chaperone with Fulton County Schools must complete the following steps:

1. Go to [www.fultonschools.org/en/divisions/sup/comm/Pages/partnersvolunteers.aspx](http://www.fultonschools.org/en/divisions/sup/comm/Pages/partnersvolunteers.aspx) and complete the online volunteer application
2. Go to [www.ga.cogentid.com/index.htm](http://www.ga.cogentid.com/index.htm)
  - a. Click on **Applicant Registration**
  - b. Click on **Education Agencies (EA)**
  - c. Click on **Public Schools**
  - d. Read Privacy Rights; check box (“I have read and accepted these terms”); click **Continue**
  - e. For “Agency”, select **Fulton County Board of Education** from the drop down list
  - f. For “Reason”, select **Public Schools - Volunteers/Contractors Providing Direct Care** from the drop down list
  - g. For “Position Applied for”, type **Chaperone and School Name**
  - h. For “Payment”, select **Credit Card or Money Order** from the drop down list (**\$48.25 total cost**)
  - i. Complete all areas highlighted in yellow. Click **Continue**
3. Follow the instructions on the screen; then go to be fingerprinted at a GAPS fingerprint site
4. Report to the Fulton County Schools Administrative Building located at 6201 Powers Ferry Road, NW- Atlanta, GA 30339 **48 hours after completing the fingerprinting process** to be photographed and badged. Photographing and badging occurs on Tuesday, Thursday and Friday (9:00am-11:00am and 2:00pm-3:00pm)

Please contact the Office of Safety & Security at 470-254-7159 with questions or comments