



# The Safe Schools Project

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## THE SAFE SCHOOLS PROJECT

### A NATIONAL AND STATEWIDE CRIMINAL HISTORY RECORDS CHECK SERVICE

The Safe Schools Project and SAS provides a comprehensive set of criminal history background checks through services that are Web-based for easy access via the internet.

THE MISSION OF THE SAFE SCHOOLS PROJECT AND SAS IS TO BETTER INSURE THE SAFETY OF SCHOOL CHILDREN BY:

- ESTABLISHING A PROGRAM THAT WILL ASSURE THAT EACH NEW EMPLOYEE SELECTEE IS CHECKED FOR CRIMINAL RECORDS NATIONWIDE AND TO RECOGNIZE AND INSURE THE CRIMINAL-FREE STATUS OF ALL CURRENT STAFF BY CONDUCTING AN ANNUAL STATEWIDE CHECK.
- PROVIDING A COMPREHENSIVE SET OF CONSULTATION SERVICES TO ANSWER ANY QUESTIONS, INTERPRET REPORTS, ANALYZE AND IMPROVE POLICIES AND PROCEDURES IN ORDER TO PROVIDE A COMPREHENSIVE, SEAMLESS SYSTEM OF SERVICES.

SAS provides a full range of background checks services via state-of-the-art records search and delivery systems. National checks are based on examination of the county courthouse records and provided through SAS' Internet-based system. The company brings the expertise of former school administrators, attorney and former criminal prosecutor serving as Outside Counsel. All services are experience based and designed to meet the current needs of personnel administrators, superintendents and boards.

#### DESCRIPTION OF SERVICES

1. We offer an optional fee structure for our individual services that can be calculated on an annual basis or on an a-la-carte basis with costs per search. The annual fee method covers all services and includes the following services:

- A "national" criminal record search for each new employee selectee is conducted covering any applicable county in the USA and any applicable province in Canada or Puerto Rico. A social security number verification and trace is performed to determine if the selectee has lived in counties not shown on the application. The "national" search is then conducted by performing a county courthouse search of criminal record files in each county identified by the employment application and social security trace. With the exception of unforeseen circumstances such as weather and electronic interruptions beyond the control of SAS, USA results will be returned within two business days following the day of receipt of the request by SAS with results of searches outside the USA returned within five business days.
- At the option of the school district, each current employee can be checked annually through the department of public safety files with each offense evaluated, classified and placed on a spread sheet in a usable personnel department format. Each arrest will be complete with the disposition as determined by county courthouse records. (where available)
- The SAS "problem circumvention" process will relieve the school staff from dealing with any person who disputes the accuracy of a criminal record. The district will give the person the 800 number of SAS and, after resolution, the district will be notified.
- The district will have unlimited access to SAS's "First Inquiry" which provides instant access to over 80 sources of data including sex offender registry records from all 50 states as well as criminal and department of corrections records from across the US. "First Inquiry" is used for preliminary screening of new applicants and checking current employees and volunteers.
- All volunteers can be batch processed through the web using SAS' first inquiry database with results returned to the district.
- The district will have access to comprehensive administrative and legal consultation regarding personnel management matters that relate to criminal records.

**INTERESTED DISTRICTS MAY CONTACT SAS AT 214-360-9665 OR  
CONSULT@SAFE-SCHOOLS.COM.**

