

Suffolk Public Schools

**Acknowledgement of Virginia Department of Social Services
Central Registry Release of Information Form**

Name of Applicant (Please print): John Doe

It is my understanding that as part of the required background check for employment at Suffolk Public Schools I must complete the Central Registry Release of Information Form. Further, I understand that the information obtained from the Central Registry must state that on the date of the search and based on the information available, I have **NOT** been identified by name in the Central Registry of Child Abuse/Neglect.

If my name is listed in the Registry and I have not provided this information to Suffolk Public Schools prior to any consideration for employment, this omission provides job-related grounds for Suffolk Public Schools to terminate consideration of my employment, effective immediately. If I have already been employed by Suffolk Public Schools, such omission provides good and sufficient cause to terminate my employment, subject to any grievance rights I may have.

I understand that the return of this portion of my background check can take anywhere from two to eight weeks to be sent back to Suffolk Public Schools from the Office of Background Investigations in Richmond, VA. In order that consideration of or the beginning of my employment not be delayed, I certify by my signature on the date indicated below that I have never been the subject of a founded case of Child Abuse/Neglect or convicted of a criminal offense related to such conduct and that my name will **NOT** appear on this Registry.

John Doe
Applicant's Signature

January 01 0001
Date of Signing

John Doe
Human Resources Signature

January 01 0001
Date of Signing

