

Mandatory Parent Helper Requirements Information

All parent helpers **MUST** be fingerprinted; have a releases of information form notarized and have a medical form filled out **prior to May 1st**. You are required to have at least one person complete all requirements but you can have as many people as you want (ex: parents, grandparents, aunt or uncle, family friend, etc.). All of these **MUST** be handed in at the registration drop off. The Baltimore County background check **MUST** to be completed in July. If you need additional forms, you can find them on our website at

<https://whitemarshrec.org/programs/tiny-tots/register>

Fingerprinting: (good for 5 years)

You may go to any fingerprinting company you want but we recommend the following places. Fingerprinting is good for five years and approximate cost of \$60. The **authorization number is 1100000031** and the **ORI number is MD920523Z**. Enclosed is the Livescan Pre-Registration Application form that you need to take with you when you get fingerprinted.

Absolut Investigative Fingerprinting (appointment only)

604 E. Joppa Road, Towson, MD 21286
410-828-6460

FreeState Gun Range (walk-ins and appointments)

11500 Crossroads Circle, Suite J
Middle River, MD 21220
410-335-5100

(see other side for more info)

Parent Medical Form: (good for 5 years)

Your doctor needs to fill out the Medical Evaluation for Child Care form. If you don't have a doctor you can go to urgent care center.

Release of Information form: (good for 1 year)

You need to fill out the form and have it notarized. You can have your form notarized at the May drop off if you have contacted the program prior to coming to school. This form is good for one year.

Noncriminal Justice Applicant's Privacy Rights form:

Please read over then sign and return form

Baltimore County Background Check: (good for 1 year)

This must be done in the month of July. You will receive an email by June 30th with the access code. At that time, please click the link to the SSCI website to complete your background check. Once on the site you will enter the access code and you will need to select **Volunteer** in the position drop down list and make sure you are listed under **White Marsh Rec Daycare**. This screening will be performed by a security consulting firm: SSCI (The Southeastern Security Consultants, Inc.) Information about SSCI can be found at SSCI2000.com. This background check is good for one year.

If you have any questions, please email us at
whitemarshtinytots@comcast.net