

SOUTHERN LEHIGH SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES
 TITLE: NOTIFICATION OF ARREST OR
 CONVICTION
 ADOPTED: February 13, 2012
 REVISED: June 26, 2017

<p>416. NOTIFICATION OF ARREST OR CONVICTION</p>	
<p>1. Authority</p>	<p>All district administrative, professional and support employees are required to conduct themselves in a manner compliant with Federal, State and Local law.</p>
<p>2. Delegation of Responsibility SC 510</p>	<p>All district employees shall comply with state and federal laws and regulations.</p> <p><u>Arrest Or Conviction Reporting Requirements</u></p>
<p>SC 111</p>	<p>Employees shall use the designated form (“PDE-6004”) to report to the Superintendent or designee, within seventy-two (72) hours of the occurrence, an arrest or conviction required to be reported by Public School law.</p>
<p>SC 111</p>	<p>An employee shall be required to submit a current criminal history background check report if the Superintendent or designee holds a reasonable belief that the employee was arrested or has been convicted of an offense required to be reported by Public School law, and the employee has not notified the Superintendent or designee.</p> <p>Failure to accurately report such arrests and convictions may, depending on the nature of the offense, subject the employee to disciplinary action up to and including termination of employment and criminal prosecution.</p>