Volunteer Information – Background Screening

Charter School Information

Level 1 – BCPS does not process volunteers for Charter Schools
Level 2 – BCPS does not fingerprint volunteers for Charter Schools

School Board of Broward County (SBBC)

Level 1 NEW volunteers must apply online and be approved as Level 1 volunteer before service begins. Volunteers will receive their background screening results within 12 hours. The website is located at: https://www.browardschools.com/volunteers.

All returning volunteers can view the latest information about renewing their Level 1 clearance here: https://www.browardschools.com/volunteers.

Level 2 Additional screening (fingerprint based criminal history check), known as Level 2, is required only for volunteers participating as:
- Overnight field trip chaperones (excluding Grad Night)
- Volunteer athletic and band coaches
- Mentors processed by the District's Youth Mentoring Program will receive specific information regarding their process through their program.

- ALL Level 2 volunteers must first complete the Level 1 process before being fingerprinted.

- **The school** must email a Level 2 fingerprinting request with the name of the volunteer, the rationale for the request and the location number to Security Clearance at level2.fingerprinting@browardschools.com.

- A response to the Level 2 fingerprinting request will be received within 3-5 business days. The response will indicate an approval, denial or request for additional information.

- Upon approval, the school/site would forward the necessary information to the volunteer so that they may register and setup an appointment for fingerprinting.

- ALL Level 2 cleared volunteers must renew their personal information on an annual basis. Fingerprints are only required every 5 years. In order to renew the Level 2 clearance, please click on the following link: www.fieldprintbrowardschools.com You will be prompted to enter a Fieldprint code for renewal. The code is **FPBCPSScVolAnRen.**

- School sites can check the Security Clearance Fingerprinting database for approval status. Access the Filemaker Pro link via CAB/BCPS Resources/Security Clearance/Security Fingerprint Database.