



# COVINGTON INDEPENDENT PUBLIC SCHOOLS

25 East Seventh Street ★ Covington, Kentucky 41011 ★ 859.392.1000 ★ 859.292.5801 TTY ★ 859.292.5916 fax

Chartered 1850 ★ An Equal Opportunity Employer M/F/D

**ALVIN L. GARRISON**

Superintendent of Schools

## BACKGROUND CHECK – STUDENT TRANSPORT

School \_\_\_\_\_ Principal's Signature: \_\_\_\_\_

**Reason for Transporting Students** \_\_\_\_\_

FOR AN EMPLOYEE OF COVINGTON INDEPENDENT PUBLIC SCHOOLS TO TRANSPORT STUDENTS IN THEIR VEHICLE, THE DISTRICT WILL NEED THIS FORM COMPLETED FOR A BACKGROUND CHECK WHICH INCLUDES A DRIVING RECORD THROUGH THE FOLLOWING AGENCIES.

- ADMINISTRATIVE OFFICE OF THE COURTS
- SELECTION.COM

**PLEASE INCLUDE A COPY OF YOUR DRIVER'S LICENSE AND PROOF OF AUTO INSURANCE THE BACKGROUND REPORT WILL NOT BE COMPLETED UNTIL THE DRIVER'S LICENSE AND PROOF OF AUTO INSURANCE ARE RECEIVED IN THE PERSONNEL OFFICE.**

**THESE REQUIREMENTS MUST BE COMPLETED BEFORE YOU TRANSPORT STUDENTS.**

I HEREBY AUTHORIZE THE COVINGTON BOARD OF EDUCATION TO MAKE THE NECESSARY INQUIRIES TO THE AGENCY LISTED ABOVE.

Print Name \_\_\_\_\_

Other Names Used (Maiden Name, etc.) \_\_\_\_\_

Social Security Number \_\_\_\_\_

Date of Birth \_\_\_\_\_

Driver's License Number & State \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Submit the completed form, driver's license and proof of insurance to the Personnel Office.**

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| <u>Central Office Use</u> |
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Per26 Driving Record Check - Student Transport (Rev8/2017)

