

**NOTICE**  
**TO**  
**SUBSTITUTE APPLICANTS**  
**AND**  
**THOSE OFFERED FULL-TIME OR PART-TIME EMPLOYMENT**

A Police Background Check is required for all substitute and full time employment with the Bristol Warren Regional School District in accordance with Sections 16-2-18.1 and 16-2-18.2 of the Rhode Island General Laws. Individuals offered full time employment have one week from the date of the conditional offer to obtain their Background Check.

You must apply in person at the Police Department of the City/Town where you currently reside or the at Attorney General's Customer Service Center at 4 Howard Ave., Cranston if you are a Massachusetts resident. The Authority for Release of Information form, this Offer of Employment and picture identification, as well as a check or money order, will be required (*fee varies*).

You are responsible for supplying the Bristol Warren Regional School District with the required Background Check. Please forward all forms obtained from your local Police Department or Attorney General's Customer Service Center to:

Human Resources Coordinator  
Bristol Warren Regional School District  
151 State Street  
Bristol, RI 02809

Questions can be directed to the Human Resources Office at 253-4000, Extension 5135.

<p><u>For Bristol Residents Only:</u> Please call 253-6900 to schedule an appointment. You must bring a check or money order in the amount of \$40 made payable to the "Town of Bristol" to your scheduled appointment.</p>
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<p><u>For Warren Residents Only:</u> Please call 245-1311 to schedule an appointment. You must bring a check or money order in the amount of \$40 made payable to "Town of Warren" to your scheduled appointment.</p>
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