



1.2 - Policy on Background Checks

Purpose

Through this policy Wesley College (“Wesley” or the “College”) seeks to enable appropriate and successful hiring decisions, as well as to ensure the continued safety of all persons at the College.

Applicability

This Policy applies to all Wesley employees, including faculty and staff, as well as other individuals who perform services for Wesley or on the Wesley campus, such as volunteers, contractors, and consultants.

Policy Statement

Successful completion of a background check is a condition of employment. Thus, all new hires must successfully complete a background check prior to the start of employment. Similarly, a break in service of one year or longer will require the successful completion of a new background check prior to start of reemployment. Individuals who seek a promotion or transfer also may be required to submit to a background check.

Failure to complete a satisfactory background check, refusal to authorize Wesley to perform a background check, or providing incomplete or inaccurate information during a background check will result in the revocation of a conditional offer of employment and/or termination of employment.

Wesley complies with the Fair Credit Reporting Act when requesting and receiving information secured through a background check. The information received pursuant to a background check will be reviewed on a case-by-case basis and in accordance with applicable laws.