

Welcome, Volunteers!

In order to be eligible to volunteer in your child's classroom or school, you must complete the registration application and have an up-to-date CORI on file with the Newburyport Elementary Schools. In addition, if you will have unmonitored contact with children (i.e. lunchroom or field trip volunteer) you will also need to be fingerprinted.

CORI

Bring the completed [CORI form](#) along with your driver license to the Administrative Assistant at our school office. Please note CORI's are only valid for three years; after that you must reapply.

Fingerprinting

Or visit the website at <http://www.identogo.com/>.

In keeping with Newburyport's continued focus on safety, we are asking volunteers/parents to be fingerprinted in two instances:

- If you are going on a day or overnight field trip and will have direct and unmonitored contact with children;
- If you are a lunchroom volunteer and will be bringing children out to the playground. Parents who volunteer in the classroom DO NOT need to be fingerprinted, as there is always another adult present.

Massachusetts has contracted with MorphoTrust for fingerprinting. To book your appointment, click [here](#). Or visit the website at <http://www.identogo.com/>.


Please be aware there is a \$35 fee for fingerprinting. Unlike a CORI, Fingerprinting does not expire.



1. Select MA as your state
2. Select "Online Scheduling"
3. Enter your name
4. Agency/Sector: select "PreK- 12th Grade Education (ESE)"
5. Application type: select "All other school personnel"
6. Confirm your choice

Or visit the website at <http://www.identogo.com/>.
You will need to enter a Provider ID:

Bresnahan School	02040005
Molin School	02040030
Middle School	02040305
High School	02040505



The screenshot shows the Identigo website interface. At the top, there is a navigation bar with links: About Us, Business Solutions, Products/Services, Partners, Book an Appointment, Resources, News & Events, Contact Us, and a Logout button. Below the navigation bar, there is a 'Services' section with a vertical list of icons and labels: LiveScan Fingerprint (Live or Photo), Fingerprint Card, FBI Identity History Check, State Identity History Check, Notary Services, Photo Services, TSA Pre/+, and Child ID Kits. The main content area is titled 'Massachusetts' and features a blue map of the state. The text below the map describes the company's role in supporting the Massachusetts Executive Office of Public Safety and Security (EOPSS) and provides information about live scan fingerprinting services, including a contact number (888) 349-8130 and a list of services: Online Scheduling, Locations, and Forms and Links.

District Policy

To read the District Policy on Criminal History Record Information please click [here](#).

To read Superintendent Viccaro's letter to parents regarding the district policy on fingerprinting please click [here](#).