



How to Get a BCI for School Volunteering

Per RI State Law, ALL School Volunteers must have a RI BCI (criminal records check). The BCI must be submitted to the School Volunteer Office prior to volunteering.

NOTE: Revised policy requires all Barrington Public School volunteers to update their BCI every two years.

BCI checks are most quickly obtained in one of the following ways:

1. Call the Barrington Police (401) 437-3935 to schedule an appointment
2. Walk into the Attorney General's Office in Cranston RI
<http://www.riag.state.ri.us/bci/>
3. Attend one of our school based BCI drop in dates which will be announced in school newsletters during the first week of school.

Bring one of the following:

- State Issued Driver's License
- State Issued Identification Card
- Passport

AND A check or credit card (\$5.00) at the Attorney General's office or a check or money order (\$10.00) at the Barrington Police Dept.

You do not need to bring any forms with you. They will conduct the check while you wait. The Attorney General's Office will give you a document which you must drop off at the school that your child attends. The Barrington Police Department will send the document to the BPS Volunteer Coordinator's Office.

Approved BCIs must be submitted 24 hours prior to the event for which you are volunteering.

Once the document is received, your name will be entered into a BPS database as "BCI Approved." This will be made available to all school administrators and the BCI is valid for two years.

***Questions: Contact Barrington Public Schools Volunteer Coordinator,
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