



STATE OF NEW JERSEY  
**DEPARTMENT OF EDUCATION**

A Memo from the New Jersey Department of Education

Date: June 25, 2018

To: Chief School Administrators, Charter School and Renaissance School Project Leads, and Nonpublic School Administrators

Route To: Human Resource Directors, Contracted Service Providers, Principals, All School Administrators Involved in Personnel Decisions

From: Robert Bumpus, Assistant Commissioner  
Division of Field Services

### **NJDOE Provides Resources to Assist with Pre-Employment Requirements of *P.L. 2018, c.5***

Effective June 1, 2018, state statute ([P.L. 2018, c.5](#)) requires that all school districts, charter schools, nonpublic schools, and contracted service providers make certain inquiries regarding child abuse and sexual misconduct of prospective employees who will have regular contact with students. Consistent with the statute, the New Jersey Department of Education (NJDOE) has developed employment forms and an FAQ that hiring entities may use to complete the required employment history review. If a hiring entity chooses not to use the forms provided by the NJDOE, the hiring entity is still required to comply with the terms of the statute. Please note that this employment review is separate from the criminal history review requirements.

The relevant forms and frequently asked questions developed by the Department are available on the NJDOE's [Pre-Employment Resources P.L. 2018, c.5 webpage](#).

c: Members, State Board of Education  
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