Dartmouth Minors Protection Policy (Updated 6/4/15)

Dartmouth faculty/staff who sponsor research internships/Youth Skills Programs ("Programs") for minors acknowledge that because of 2015 New Hampshire legislation, interns/Program attendees under 18 may not be left alone in the presence of a single faculty member/adult supervisor ("Supervisor") in the regular course of their day/Program, unless they have undergone a recent background check with results acceptable to Dartmouth. If a background check has not been completed, then an additional Supervisor must be in the lab/Program space if a minor is present.

Faculty Sponsors/Program Directors agree to make all members of the lab team/Program staff aware of this requirement. Faculty Sponsors/Program Directors also acknowledge that hours chosen for research internships/Programs involving minors will be scheduled for times when the lab/Program is appropriately staffed.

If it is not possible to structure the internship/Program so that the Supervisor is never left alone with a minor, then the Supervisor must have a background check before the internship/Program begins.

The process for obtaining a background check can be found here, and requires that each Faculty Sponsor/Program Director fill out a Request for Background Check for each adult who might be alone with minors. Once this form is submitted to HR, it takes approximately 10-14 business days to complete a background check.

Each Faculty Sponsor/Program Director is responsible for submitting a NH Certification of Background Checks form, along with a $25 check, in advance of the internship/Program. A copy of this completed form must be shared with the Office of the General Counsel, Attn: Amy T. Baker.