

**SECTION: 7000- PERSONNEL  
EMPLOYMENT REFERENCES**

*Policy Code: 7020  
Approved: 4.11.2018*

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To ensure that individuals who join Brevard Academy - A Challenge Foundation Academy (BA-CFA) are well qualified and have a strong potential to be productive and successful, it is the policy of the Company to check the employment references of all applicants.

Only appropriate personnel are authorized to provide requested reference check(s) on BA-CFA employees (past or present). Responses to such inquiries will only confirm dates of employment and position(s) held unless information is requested in writing pursuant to statute. No further employment data will be released without a written authorization and release signed by the individual who is subject of the inquiry.