



**Fennville Public Schools
VOLUNTEER BACKGROUND CHECK
Acknowledgement Form**

Non-employment Background Checks Only

Thank you for your interest in volunteering to assist the students and staff of Fennville Public Schools! The support of involved adults is crucial in developing an outstanding school system.

In order to provide for the safety and well-being of our students, the Board of Education has established board policies governing the screening of volunteers. The procedures outlined in this information sheet will be used to screen all potential volunteers.

Persons wishing to volunteer must submit a completed Volunteer Consent Form: to the appropriate building principal, director, and/or supervisor who will forward the form to Central Office. Central Office will initiate a background check via the Michigan Public Sex Offender Registry (PSOR) and the Michigan State Police Internet Criminal History Access (ICHAT), or any other available and/or newly developed or generate background check modes.

This background check will specifically look for the convictions of any crime of an assaultive nature, of a crime involving firearms or weapons, or of the following crimes as described in Section 1539 (a) (1) and (b) (2) of the Michigan School Code:

criminal sexual conduct in any degree, assault with the intent to commit criminal sexual conduct, an attempt to commit sexual conduct in any degree, felonious assault on a child, child abuse in any degree, or an attempt to commit child abuse in any degree, cruelty, torture, or indecent exposure involving a child; or a violation of Section 7410 of the Public Health Code, Act 368 of the Public Acts of 1978, being Sections 333.7410 and 333.7416 of the Michigan Compiled Laws.

In addition, individuals with the following criminal record(s) will not be allowed to volunteer to work with children:

1. Any felony conviction.
2. Any misdemeanor conviction in the past three (3) years.
3. Any conviction concerning "hard drugs".
4. Any other drug related conviction in the past five (5) years.

If after the background check it is found that a potential volunteer has been convicted of any of the above crimes, the building principal, director, supervisor, and/or the building office will be notified. The superintendent will notify the volunteer of the finding(s) and s/he is subject to being prohibited from volunteering with Fennville Public Schools. All background checks, volunteer forms, and any reported convictions of volunteers as listed on page 2 will be kept confidential and filed in a database at the administration office.

I confirm that I have read, understand and agree to the above policy and procedure for Fennville Public Schools Volunteer Background Check.

Volunteer signature: _____ **Date:** _____

Directions: Please fill out all information below. The questions asked are required in order to be able to access a report for you. Only one form is required to be filled out per person. We are asking for parent information, not student. This form will be kept confidential.

Please print clearly.

Volunteer Full Legal Name:

First Middle Last

Address

Volunteer Date of Birth:

Maiden Name/Other Names Previously Used

Sex: _____ Female _____ Male

Race: _____ White _____ Black _____ Asian/Pacific Islander
_____ American Indian/Alaskan Native _____ other

Student Name(s)

Student Name(s)

Relationship to the student (please check all that apply):

_____ Parent/Guardian _____ Grandparent _____ Community Member
_____ Student Teaching _____ Student 18+
_____ Other- *If you do not have a student attending Fennville Public Schools but would like to volunteer please check other.*

I am wishing to volunteer for (check all that apply):

_____ Elementary _____ Middle School _____ High School
_____ Attend field trips with child(ren) _____ Band _____ Athletics* (specify sport)
_____ Classroom helper _____ Mentor _____ After School Club
_____ Recreational Sports* (specify sport)

* _____

As a prospective volunteer for Fennville Public Schools, I understand that it is the District's policy to secure criminal conviction information as part of its regular pre-screening process using the information provided per calendar school year. I understand the Central Records Division of the Michigan State Police, Lansing, Michigan, requires the above information and I authorized the Fennville Public Schools to utilize the above information for the sole purpose of obtaining a conviction-only criminal history file search.

Volunteer signature: _____ **Date:** _____