

**Reed City Area Public Schools**  
**VOLUNTEER BACKGROUND CHECK 2022-2023**  
 \*Non Employment Background Checks Only\*



**Please check all that apply:**

- Classroom       Fieldtrips       PTO       Athletics       Band  
 Student Teacher/Student RN       Other: \_\_\_\_\_

**Building(s) volunteering** (check all that apply):     High School    Middle School    Elementary School

In accordance with the Michigan School Safety Legislation, our Board of Education policy requires that we perform a criminal record check through the State of Michigan ICHAT system on all volunteers who accompany and supervise students on fieldtrips or who directly volunteer to work with students on a regular and continuous basis.

Print Name: \_\_\_\_\_ Contact #: \_\_\_\_\_ DOB: \_\_\_\_\_ Sex: M F  
 Maiden/Previously Used Name (s): \_\_\_\_\_  
 Eye Color: \_\_\_\_\_ Hair Color: \_\_\_\_\_ Race: \_\_\_\_\_  
 Student Name (s): \_\_\_\_\_

1. Have you volunteered at Reed City Area Public Schools before?  Yes  No
2. Have you ever pled guilty, or been convicted of a felony in a state or federal court?  Yes  No  
 Date and state offense/conviction occurred: \_\_\_\_\_  
 If yes, provide a detailed description of the conviction: \_\_\_\_\_
3. Have you ever pled guilty, or been convicted of a misdemeanor in a state or federal court?  Yes  No  
 Date and state offense/misdemeanor occurred: \_\_\_\_\_ Details: \_\_\_\_\_
4. Are you the subject of a current criminal investigation or have pending charges against you?  Yes  No  
 Date and state the investigation is ongoing: \_\_\_\_\_  
 Detailed description of the investigation/pending charges: \_\_\_\_\_

**Reed City Area Public Schools reserves the right to “approve” or “deny” any volunteer service upon review of the background check returned. The determination will be based upon the individual’s fitness to have responsibility for the safety and wellbeing of children. Providing false information or information contradicting to the background check information is grounds for immediate volunteer denial.**

*I agree to abide by all relevant Board policies and administrative guidelines while on duty for the District. I understand that, although I am covered under the District's liability insurance policy, I am not covered by its health insurance policy nor am I eligible for workers' compensation. Should I become ill or suffer an accident while doing volunteer work for the District, I agree that I shall be responsible for any and all hospital and medical charges that may accrue.*

*I understand further that, as a volunteer, I am not in any manner considered an employee of the District or entitled to any benefits provided to employees. I further release the Board of Education from any and all liability for any damages, whatever their nature, which may result as a consequence of my volunteer services.*

By signing this form you acknowledge your statements are to be true and give full consent to complete the requested background check.

Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

**Please return completed form with a copy of your driver’s license or State ID to Reed City Area Public Schools.** If you have questions or concerns, please contact Central Office, (231) 832-2201.

**OFFICE USE ONLY**

ICHAT Completed:  Date: \_\_\_\_\_ Signature: \_\_\_\_\_ Approved  Denied  Date: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Restrictions: No Driving  No Handling Money  Master Volunter List Updated:

**You will not be allowed to volunteer if you have been convicted of one or more of the following offenses.**

**Listed Offenses Involving Minors**

- Accosting, enticing or soliciting a child for immoral purposes.
- Involvement in child sexually abusive activity or material.
- A third subsequent violation of any combination of engaging in obscene or indecent conduct in public, indecent exposure or a local ordinance substantially corresponding to either offense.
- First, second, third or fourth degree Criminal Sexual Conduct (CSC).
- Assault with intent to commit CSC.
- If the victim is less than 18 years of age, the crime of gross indecency (except for a juvenile disposition or adjudication), kidnapping, sodomy or soliciting another for prostitution.
- Leading or enticing or carrying away a child under 14 years of age.
- Any other violation of a state law or ordinance constituting a sexual offense against an individual less than 18 years of age.
- An offense committed by a sexually delinquent person.
- An attempt or conspiracy to commit one of the offenses listed above.

**Convictions Requiring Immediate Suspension**

- Manufacturing/delivering a controlled substance,
- Possession of a controlled substance (found guilty in the past 7 years).
- Recruiting, inducing, soliciting or coercing minor to commit a felony.
- Assault.
- Attempt to murder.
- First degree murder.
- Second degree murder.
- Armed robbery or aggravated assault.
- Misdemeanor – Delivery of a narcotic to a minor or student or within 1,000 feet of school property.
- Domestic violence (found guilty in the past 7 years).

**Other convictions not listed above may result in restrictions to volunteers.**

*The mission of Reed City Area Public Schools  
is to provide high quality educational opportunities  
that encourage all to reach their highest potential  
and nurture talents in an environment that connects  
students, school, and community.*

