

**Burlington-Edison School District No. 100**  
**927 E. Fairhaven Ave., Burlington, WA 98233**  
**(360) 757-3311 • FAX (360) 755-9198**

**VOLUNTEER BACKGROUND CHECKS**

TO ALL OUR VOLUNTEERS:

Pursuant to Revised Code of Washington (RCW) 43.43.830-.845, organizations or businesses providing services to children, developmentally disabled persons, and vulnerable adults need adequate information to determine which employees or licensees to hire or engage. Therefore, the Burlington-Edison School District has made it policy to conduct background checks for **all volunteers**. These background checks will be conducted through the Washington State Patrol, *Washington Access to Criminal History* (WATCH) program. Volunteers will be notified if any Criminal History Record Information (CHRI) is found. Background checks will be conducted every two years on **all volunteers**.

As part of this process, please submit the following:

- Completed form, including a signature, titled *Washington State Patrol Access to Criminal History*. Make sure all items are filled in properly or the form will be returned to you, which will delay processing.
- A copy of your drivers license.

A signature on the application form, *Washington State Patrol Access to Criminal History*, verifies that you reviewed and understand:

- The *District Sexual Harassment Policies and Procedures 3205 and 5011* (see Inappropriate Behavior tab under the Human Resources Department website at [www.be.wednet.edu](http://www.be.wednet.edu)).
- That you reviewed and understand the information on the Human Resources website under the *Inappropriate Behavior* tab. (see Inappropriate Behavior tab under the Human Resources Department website at [www.be.wednet.edu](http://www.be.wednet.edu)).
- That you reviewed and understand the *Guidelines for Volunteer Field Trip Chaperones* (see Volunteers in School tab under the Human Resources Department website at [www.be.wednet.edu](http://www.be.wednet.edu)).

We want our schools to be the safest place possible for our children. Thank you for volunteering in our schools!

Jennifer L. Whitney  
Human Resources Director

## WASHINGTON STATE PATROL ACCESS TO CRIMINAL HISTORY

Pursuant to Revised code of Washington (RCW) 43.43.830-.845, organizations providing services to children need adequate information to determine which employees/volunteers to hire or engage. Therefore, the Washington State Patrol Identification and Criminal History Section may disclose, upon request, convictions of crimes against children or other persons, crimes relating to drugs, crimes relating to financial exploitation of a vulnerable adult, and certain civil adjudications. Responses are limited to Washington State records only. Burlington-Edison School District will perform a background check for all prospective volunteers. Volunteers will be notified if any Criminal History Record Information (CHRI) is found.

Please note that volunteer background check must be conducted every two (2) years.

### DISCLOSURE STATEMENT

Please disclose, under penalty of perjury, if you have ever been:

**YES    NO**

- Convicted of any crime against children or other persons;
- Convicted of crimes relating to financial exploitation if the victim was a vulnerable adult;
- Convicted of crimes relating to drugs as defined in RCW 43.43.830;
- Found in any dependency action under RCW 13.34.040 to have sexually assaulted or exploited any minor or to have physically abused any minor.
- Found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor;
- Found in any disciplinary board final decision to have sexually or physically abused or exploited any minor or developmentally disabled person or to have abused or financially exploited any vulnerable adult;
- or  
Found by a court in a protection proceeding under chapter 74.34 RCW, to have abused or financially exploited a vulnerable adult.

If "yes", please explain \_\_\_\_\_  
\_\_\_\_\_

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Signed and sworn under penalty of perjury by: (Print name) \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Maiden/Alias Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

***Building(s) Requesting to Volunteer (Please check all that applies):***

Allen	_____	Edison	_____	Bay View	_____
LU	_____	West View	_____	B-EHS	_____

Have you ever worked or volunteered at another school or district? Yes \_\_\_ No \_\_\_

If "yes," which school and district(s)? \_\_\_\_\_

**Washington State Driver's License** – In order to perform the required background, check we will need a copy of your current driver's license. Please make a copy of your Washington State driver's license and attach it to this form.

<b>OFFICE USE ONLY</b>	
Background check done by: _____	Date: _____
District Officer Cleared on: _____	Restrictions: _____