



## Yukon Public Schools Volunteer Criminal Background Check Regulation

Yukon Public Schools will require a criminal background check on all parents, guardians or other responsible person for a child's well-being while volunteering for a school function or trip. This includes but is not limited to YPS Volunteers, Mentors, Field Trip Volunteers, and Parent/Teacher and Booster Club members. **All background checks are required to be turned in to your school a minimum of two weeks prior to the event, to allow time for processing. You will only be notified if you fail the background check.**

Background check information is public record, but because of the sensitivity of the materials and the confidentiality of the person's identity information, Failed Background Checks will only be discussed with the applicant who filled out the background check form and the Principal / Designee of the school that the applicant wishes to volunteer.

**Confidentiality** All filled out background checks are to be kept in a safe, secure, locked cabinet.

### Criteria for Yukon Public School Volunteer Criminal Background Checks

When evaluating volunteer criminal background checks, **if the following charges appear on a volunteer's background check, the volunteer will NOT be permitted to volunteer in our schools.**

Volunteer criminal background checks are evaluated on charges filed, not disposition of the charges.

1. **Felony charge within the last 10 years**
2. **Drug charge (felony or misdemeanor) within the last 10 years**
3. **Battery charges within the last 10 years**
4. **Child abuse or neglect charge within the last 10 years**
5. **Theft charge within the last 7 years (typically a felony)**
6. **Two or more DUIs or alcohol related charges within the last 5 years**
7. **Any charge currently pending**
8. **Any misrepresentation on the volunteer request**
9. **Any other charge not mentioned above, but determined to be a risk to the staff and / or students**
10. **Any listing on a currently accessed state and national Sex Offender Registry**

Volunteer criminal background checks are evaluated and are valid for 3 years. After 3 years, volunteers will be required to complete a new volunteer request form and the status as a volunteer will be reconsidered.

If a volunteer is not permitted to volunteer in our schools due to pending charges, at the time the pending charges are resolved, the volunteer's status will be re-evaluated.

There is no charge for a background check unless you are volunteering on a school-sponsored overnight activity or field trip, or interacting with students outside of the school building such as on an athletic field. Any of the above activities will require a criminal background check performed by Accufax at a cost of \$25, which the volunteer is responsible for paying. Call the Volunteer Program Services office at 405-354-3716 for more details.

#### **Volunteer criminal background checks are NOT required for:**

- Attending Meet the Teacher Nights, Parent Teacher Conference, Muffins for Moms, Donuts with Dads, etc.**
- Attending extracurricular or other school sponsored events as a spectator: i.e. music programs, etc.**
- Attending school book fair**