

Dutton Christian School Association Volunteer Criminal Records Check

Please return this completed and signed form to Dutton Christian School Office, 6729 Hanna Lake, Caledonia, MI 49316. Any information received will be handled in accordance with standard policies and procedures.

Name _____ Date _____

Volunteer duties _____

School where your child(ren) attend(s): Elementary Middle School

Criminal Records check for the sole purpose of serving as a volunteer for Dutton Christian School. The information on this document and the information received as a result of the criminal records check will be treated confidentially and kept in personnel files in the DCS office.

Any volunteer for Dutton Christian School who has the potential to interact with students must complete a Volunteer Criminal Record Check form to be submitted to DCS to conduct a background check. If any issues arise, the administrator will collaborate with the appropriate persons to resolve the matter in accordance with standard policies and procedures.

_____ I have not been convicted of, pled guilty or nolo contendere (no contest) to any crimes.

_____ I have been convicted of or pled guilty or nolo contendere (no contest) to the following crimes (use separate sheet to explain nature of conviction, date, and court):

a. _____

b. _____

First Name – please print Middle name Last Name

Race: White, Black, Asian or Pacific Islander, American Indian, Alaskan Native, unknown/other

_____ Male Female
Date of birth (mm/dd/yyyy)

Signature

Office use only: I-CHAT _____ Date _____ Fingerprint report on file (employee) _____ Follow up if necessary _____

Please complete both sides of form and return to office.

9/19/2014



Dutton Christian School Association

I _____ hereby acknowledge that I am aware that abuse and/or neglect of children are against the law. I understand that Dutton Christian School has a zero tolerance policy toward child abuse and/or neglect and that any violations of this policy by staff may result in immediate dismissal. I certify that I have not been convicted of any form of child abuse and/or neglect nor have I participated in the same. I understand that the school reserves the right to check police criminal records and have contact with Family Independence Agency of other appropriate authority to verify this statement.

I further understand that all care givers are mandated by law to report abuse and/or neglect and that I will do the best of my ability to be vigilant in observing signs of abuse and/or neglect and comply with reporting laws and procedures as outlined to be by the school administration.

Signature of employee or volunteer _____

Signature of organization representative _____

Date _____

Please complete both sides of form and return to office.