

OLYMPIC ESD 114 BOARD POLICY
BACKGROUND CHECKS ON PROSPECTIVE VOLUNTEERS

POLICY 5630

Definition: *“Unsupervised” means not in the presence of an OESD employee, another volunteer, or a relative of one of the children or the developmentally disabled person.*

All prospective volunteers will be required to complete an OESD applicant disclosure indicating whether they have been convicted of any of the crimes listed in RCW 43.43.830 or found in a civil adjudication to have abused any minor or developmentally disabled person according to RCW 43.43.834(2). In addition, prospective volunteers may be required to have satisfactory results from the Washington State Patrol criminal identification system records check.

In addition to the requirements above, when it is reasonably anticipated that a prospective volunteer will or may have regularly scheduled unsupervised access to children under sixteen years of age, developmentally disabled persons, or vulnerable adults during the course of his or her assignment under circumstances where such access will or may involve groups of (i) five or fewer children under twelve years of age, (ii) three or fewer children between twelve and sixteen years of age, (iii) developmentally disabled persons, or (iv) vulnerable adults; the prospective volunteer will be required to complete a criminal history records check, including a fingerprint check, which consists of a check through the Washington State Patrol (WSP) and the Federal Bureau of Investigation (FBI). If a volunteer has successfully completed a records check through the FBI in the last two years, OESD may waive the requirement for the records check. These prospective volunteers will be notified that an inquiry will be made to the WSP and the FBI. When necessary, such individuals may begin volunteering with the OESD while a response from the law enforcement agencies is pending.

Information received from the law enforcement agencies and information supplied on the applicant disclosure form will be evaluated on a case-by-case basis to determine if the safety of children or the best interests of the OESD are at risk by the involvement of the prospective volunteer with the OESD.

Volunteers are not covered under ESD 114 Workers’ Compensation Trust insurance.

Legal References:

RCW 28A.400.303 Record Checks for Employees and
Certain Volunteers and Contractors
RCW 43.43.830-834 Background Checks
WAC 392-300-045 through 060
28 CFR 50.12

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