



SCHOOL YEAR 2023-2024  
VISITOR AND VOLUNTEER CONSENT FORM

Valid for this school year only. This Information will be kept confidential.

In order to ensure the protection of children in the care of Ludington Area Schools, school policy requires, prior to any and all persons providing a volunteer service at the school or for any function conducted by the school; all potential volunteers complete a State of Michigan ICHAT background check. The background check is a name check only through the State of Michigan ICHAT system, and is based on individual identifiers. Any applicant declining to complete a "Volunteer Background Check" acknowledgment form will not be considered.

**\*\*A COPY OF YOUR DRIVER'S LICENSE MUST ACCOMPANY THIS FORM\*\***  
Please print. Incomplete forms (must include ID) cannot be processed and will be discarded.  
See page 2 for offenses which result in restricting or denying volunteer opportunities

**POTENTIAL VOLUNTEER INFORMATION**

Full Printed Name: \_\_\_\_\_  
 Previous/Maiden Names: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 Phone Number: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ DOB: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Circle Gender: Male or Female  
mm/dd/yyyy

**PERSONAL HISTORY**

1. Have you ever pled guilty or been convicted of a felony or misdemeanor in a state or federal court?  
 Yes       No      If yes, Date & location of offense/conviction: \_\_\_\_\_  
 If yes, provide a detailed description of the conviction (*see back for offenses that will result in a denial*)  
 \_\_\_\_\_

2. Are you the subject of a current criminal investigation or do you have pending charges against you?  
 Yes       No      If yes, Date, location & detailed description of ongoing investigation

**BUILDING/STUDENT/ACTIVITY INFORMATION (Please check all that apply)**

Pre-School       Elementary       Middle School       High School       Athletics

Activity: \_\_\_\_\_  
 Associated Students: \_\_\_\_\_  
 Teachers' Names: \_\_\_\_\_  
 Relationship to Students:  Parent       Step-parent       Grandparent       Other \_\_\_\_\_

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

**Volunteer's Signature:** \_\_\_\_\_ **Date Signed:** \_\_\_\_\_

**OFFICE USE ONLY**

Authorizing Signature: \_\_\_\_\_

Restrictions:  No Driving       No Handling Money       May NOT volunteer       Volunteer Contacted

You will not be allowed to volunteer if you have been convicted of any of the following offenses:



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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, enticing, or carrying away a child under 14 years of age.
- Pandering.
- 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.

Other Offenses Resulting in Denial of Volunteerism

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

Driving Offenses and Offenses Related to Financial Situations (within the previous 10 years) • Charges and/or convictions in these areas may result in restrictions.

Other convictions not listed above may result in restrictions to volunteering/visiting.