

**CROSSROADS CHARTER ACADEMY**  
**VOLUNTEER BACKGROUND CHECK 2016-2017**

**Non-Employment Background Checks Only!**

**Turn in to Central Office 72 Hrs. Before Approval is Needed!**

In order to ensure the protection of children in the care of Crossroads Charter Academy-- the CCA Board of Directors Policies and Procedures requires prior to any and all persons providing volunteer service at the school or for any function conducted by the school; all potential volunteers complete a State of Michigan ICHAT background check. ICHAT is a name check only, through the State of Michigan ICHAT system, and is based on individual identifiers. Crossroads respects the volunteer's right to privacy and confidentiality. In turn, volunteers are responsible for maintaining the confidentiality of all privileged information to which they are exposed while volunteering at Crossroads Charter Academy. I also understand that CCA is not liable for health care coverage for any illness or injury I may experience while working in this capacity. I also agree to provide my birth date for the purpose of background checks as required by CCA Board Policy 9710. While working as a volunteer, I understand that I have no official authority over students, parents, or staff, and that my duty is to immediately report violations to the staff member in attendance at the event. I also understand that my volunteer work will be directed by the CCA staff member in charge of the activity. Volunteers who do not adhere to these guidelines or who fail to perform their volunteer assignments satisfactorily may be removed from volunteer service. Grounds for removal include, but not limited to, the following: gross misconduct, being under the influence of drugs (including alcohol), theft, misuse of equipment and materials, abuse of students, staff, or co-volunteers, breaches of confidentiality, failure to abide by the policies and procedures and failure to complete duties to a satisfactory standard.

**POTENTIAL VOLUNTEER INFORMATION**

***Volunteers Legal Name as it appears on Drivers License—Must show Drivers License to verify information***

FULL PRINTED NAME: \_\_\_\_\_

Maiden name or other name(s) previously used: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ GENDER: Male \_\_\_\_\_ Female \_\_\_\_\_

RACE: White \_\_\_\_\_ Black \_\_\_\_\_ Asian \_\_\_\_\_ Indian \_\_\_\_\_ Hispanic \_\_\_\_\_

**HISTORY INFORMATION**

1. Have you volunteered at Crossroads before? Yes \_\_\_\_\_ No \_\_\_\_\_
2. Have you ever pled guilty, or been convicted of a felony in a state or federal court? Yes \_\_\_\_\_ No \_\_\_\_\_  
Date and State offense/conviction occurred: \_\_\_\_\_  
If yes, provide a detailed description of the conviction: \_\_\_\_\_  
\_\_\_\_\_
3. Have you ever pled guilty, or been convicted of a misdemeanor in a state or federal court? Yes \_\_\_\_\_ No \_\_\_\_\_  
Date and State offense/misdemeanor occurred: \_\_\_\_\_  
If yes, provide a detailed description of the conviction: \_\_\_\_\_  
\_\_\_\_\_
4. Are you the subject of a current criminal investigation or have pending charges against you? Yes \_\_\_\_\_ No \_\_\_\_\_  
Date and state the investigation is ongoing: \_\_\_\_\_  
If yes, provide a detailed description of the investigation or pending charges: \_\_\_\_\_  
\_\_\_\_\_

VOLUNTEERS CONTACT PHONE #: \_\_\_\_\_

Students the Volunteer is connected to: \_\_\_\_\_

Desired areas of volunteering: \_\_\_\_\_

***Volunteer's Legal Signature***

***Date***