



# GRAND RAPIDS PUBLIC SCHOOLS | CRIMINAL HISTORY AUTHORIZATION

## WAIVER OF LIABILITY AND RELEASE OF CLAIMS FOR VOLUNTEERS

As a prospective volunteer of the Grand Rapids Public Schools, I authorize the Grand Rapids Public Schools to request from the Criminal Records Division of the Department of State Police and the Grand Rapids Police Department a criminal history check prior to an offer using the information below.

LEGAL NAME (please print) \_\_\_\_\_  
Last First Middle

Maiden name / Names previously used \_\_\_\_\_

Birth Date \_\_\_\_\_ Age \_\_\_\_\_

Race \_\_\_\_\_ Sex \_\_\_\_\_

Driver's License # \_\_\_\_\_

*Complete if you will be driving as a volunteer driver.*

Do you have a felony?  Yes  No

Will you give the Appeals Committee permission to review and discuss your conviction?

Yes  No

I understand that the above information is required by the Central Records Division of the Michigan State Police, Lansing, Michigan and the Grand Rapids Police Department, Grand Rapids, Michigan. I hereby release and forever discharge Grand Rapids Public Schools, the State of Michigan and the City of Grand Rapids and their agents, officers, and employees from any and all actions, causes, claims and demands for, upon or by reason of any damage, loss of injury, which may be sustained by me in nature of libel, slander, invasion of privacy or other resulting from errors or omissions in the information given or from the use of the information, whether by reason of unauthorized use, negligence or otherwise.

Volunteer Signature \_\_\_\_\_ Date \_\_\_\_\_

Witness/Parent Guardian if minor (under 18 years of age) \_\_\_\_\_ Date \_\_\_\_\_

**I have not been convicted** of, or pled guilty or nolo contendere (no contest) to, any crimes, including both felonies and misdemeanors.

**I have been convicted** of, or pled guilty or nolo contendere (no contest) to the following crimes, including both felonies and misdemeanors, but not including traffic citations unless they resulted in the suspension or revocation of your driver's license (use separate sheet to explain nature of conviction, date and court and attach to waiver form):

### OFFICE USE ONLY

ICHAT Completed \_\_\_\_\_

Sex Offender Registry Check Completed \_\_\_\_\_ ID Issued \_\_\_\_\_

**SPECIAL SKILLS AND QUALIFICATIONS**

*Summarize special job-related skills and qualifications you have and could use when volunteering.*

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*Indicate any foreign language you can speak, read and/or write. Also indicate degree of fluency:*

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**VOLUNTEER APPLICANT’S STATEMENT**

I certify that the answers given herein are true and complete to the best of my knowledge.

I authorize investigation of all statements contained in this application to volunteer in the Grand Rapids Public Schools, and I have voluntarily signed the attached Criminal History Authorization/Waiver of Liability and Release of Claims form. I further understand and agree that I have an obligation to immediately notify the building administrator and/or school official if I am charged with and/or convicted of any crime, whether felony or misdemeanor (does not include traffic citations, unless the traffic violation resulted in the suspension or revocation of you driver’s license).

This application shall be considered active for a period of time not to exceed 100 days. Any applicant wishing to be considered beyond this time period should inquire as to whether or not the applications are being accepted.

I understand and acknowledge that any volunteer relationship with the Grand Rapids Public Schools is of an “at will” nature, which means that the volunteer may resign at any time and the Grand Rapids Public Schools may release the volunteer at any time with our without cause. There is no entitlement or property right to be a volunteer in the Grand Rapids Public Schools. It is further understood that the “at will” relationship may not be changed by any written document, unless such change is specifically acknowledged in writing by the Superintendent.

By signing this form, I understand that false and/or misleading information given in this application or any interviews will result in release.

I understand that volunteers serving in the District serve without financial compensation.

I understand also that I am required to abide with and am bound by all polices, rules/regulations and procedures of the District.

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Signature of Volunteer Applicant

Date

**Thank you for volunteering in the Grand Rapids Public Schools.**

*The Grand Rapids Public Schools is an Equal Opportunity Institution.*

