

Volunteer Guidelines and ICHAT Authorization Form

Volunteer Guidelines

The Madison School District values those who volunteer in our classroom and schools. If a volunteer will be with students for a significant length of time without a MDPS employee being present, or will be with students on a regular basis, that volunteer is required to have a Michigan State Police Internet Criminal History Access tool (I-CHAT) screening annually. All results will remain confidential and will only be used by the MDPS administration to determine if you have been convicted of an offense that would otherwise prohibit you from working in our schools.

****PLEASE PRINT CLEARLY AND DO NOT USE NICKNAMES****

YOU MUST ATTACH A COPY OF YOUR DRIVER'S LICENSE WITH THE FORM TO BE PROCESSED.

(Please return this form to your child's school office)

Student Name: _____ Building: _____

Student Name: _____ Building: _____

Student Name: _____ Building: _____

Student Name: _____ Building: _____

Legal Last Name: _____ Legal First Name: _____

Previous/Maiden Last Name: _____ Phone Number: _____

Email Address: _____

RACE: Indicate best option.

- | | |
|--|--|
| <input type="checkbox"/> White | <input type="checkbox"/> American Indian or Alaskan Native |
| <input type="checkbox"/> Black | <input type="checkbox"/> Unknown |
| <input type="checkbox"/> Asian or Pacific Islander | |

GENDER: Male Female Birth Date: ___/___/___

Reason for Background Check:

<input type="checkbox"/> Classroom Volunteer <input type="checkbox"/> Camp Chaperone <input type="checkbox"/> Volunteer Coach/Assistant Coach <input type="checkbox"/> Student Teacher	<input type="checkbox"/> Field Trip Chaperone <input type="checkbox"/> Band/Orchestra <input type="checkbox"/> Media Center <input type="checkbox"/> Other _____
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My signature below is representative of my approval for the Madison District Employee Services Department to conduct a criminal background check against my records using the Michigan State Police ICHAT system.

Applicant Signature: _____ Date: _____