



Volunteer Background Check Policy 2015

Renton Area Youth and Family Services values the safety of those involved in our programs. To this end, we background check all employees and most volunteers.

All direct service volunteers, or volunteers who will work directly with RAYS clients in any capacity are required to pass a background check. Administrative and maintenance volunteers who serve on a regular schedule will also have a background check completed. Holiday Festival or other group project volunteers are not required to have a background check completed.

RAYS' background check includes a state conviction history check. The applicant's name and date of birth are screened in a state-wide database to verify identification. A valid photo ID is required for ongoing volunteers. The process generally takes 48 hours, with additional time needed for applicants with former residences in certain states.

Convictions for the following crimes make an applicant ineligible to volunteer at RAYS:

- Any felony (any crime punishable by confinement of greater than one year) in the past 7 years
- Any gross misdemeanor in the past 7 years
- Any crime involving force or threat of force against a person
- Any crime involving controlled substances (not paraphernalia or alcohol) in the past 7 years
- Any crime involving cruelty to animals
- Any crime of a sexual nature (including but not limited to sexual conduct with a minor, sexual assault, molestation, sexual abuse, indecent exposure, public sexual indecency, sexual exploitation of a minor, incest, failure to register as a sex offender, etc.)

If you fail to clear the background check, you will not be able to volunteer for RAYS. You will be notified by email if you fail to clear the background check. You are entitled to copies of any public records obtained by RAYS unless you have waived this right on your application form. If you feel the circumstances around the conviction precluding you from volunteering need further review, or you would like to discuss them further, please contact RAYS' Client Services Coordinator at 206.772.2050 or volunteer@rays.org. The aforementioned forms can be submitted online at <http://rays.org/volunteer/>. Any paperwork of this nature will be kept confidential and safe in the RAYS files.