

**EVANSTON TOWNSHIP HIGH SCHOOL, DIST. 202
EVANSTON, IL 60204-3494**

CRIMINAL RECORDS HISTORY CHECK

The provisions of Section 10-21.9 of the Illinois School Code, 105 ILCS 5/10-21.9, apply to all student teachers, prospective employees of Evanston Township High School (ETHS), and all employees of persons or firms holding contracts with ETHS who will have direct, daily contact with ETHS students, except school bus driver applicants.

1. As a condition of employment, each applicant is required to authorize a fingerprint-based criminal history records check to determine if he or she has been convicted of any disqualifying criminal or drug offenses identified under Section 10-21.9 of the Illinois School Code or any other felony conviction under the laws of Illinois or of any offense committed or attempted in any other state or against the laws of the United States that, if committed or attempted in Illinois, would have been punishable as a felony under Illinois law within 7 years of the date of application .
2. Upon receipt of this authorization, the School District shall submit the applicant's name, sex, race, date of birth, social security number, fingerprint images, and other identifiers, as prescribed by the Department of State Police, to the appropriate Department of Law Enforcement, which shall conduct a criminal history records check of the applicant relating to such offenses for a fee paid by the School District.
3. The School District will also perform a check of the Statewide Sex Offender Database for each applicant. The School District will conduct a check of the Statewide Sex Offender Database at least once every five (5) years thereafter that the applicant remains employed at the School District.
4. The School District will perform a check of the Statewide Murderer and Violent Offender Against Youth Database for each applicant. The School District will conduct a check of the Statewide Murderer and Violent Offender Against Youth Database at least once every five (5) years thereafter that the applicant remains employed at the School District.
5. The School District will also consider the status of a person who has been issued an indicated finding of abuse or neglect of a child by the Department of Children and Family Services under the Abused and Neglected Child Reporting Act or by a child welfare agency of another jurisdiction.

The School District will not knowingly employ a person for whom a criminal history records check and Statewide Sex Offender Database check have not been initiated.

The School District will not knowingly employ a person who:

- Has been convicted of any offense that would subject him or her to license suspension or revocation pursuant to section 21B-80 of the Illinois School Code, unless an exception applies under State or federal law.
- Has been found to be the perpetrator of sexual or physical abuse of any minor under 18 years of age pursuant to proceedings under Article II of the Juvenile Court Act of 1987.

Any other convictions shall be reviewed by the District on a case-by-case basis.

The School District will provide a copy of the record of convictions obtained from the Department of State Police to the applicant for employment. Aside from sharing with the applicant, pursuant to Section 10-21.9 of the Illinois School Code, any information concerning the record of convictions received pursuant to the criminal history records check mandate must be kept confidential and may only be shared with individuals identified in 105 ILCS 5/10-21.9(b). The School District will also notify an applicant as to whether or not the applicant has been identified in the Statewide Sex Offender Database or Statewide Murderer and Violent Offender Against Youth Database.

Print Name

Signature of Applicant

Date