



NORTH THURSTON PUBLIC SCHOOLS

Human Resources ♦ 305 College St NE, Lacey, WA 98516 ♦ Phone: (360) 412-4406 ♦ Fax: (360) 412-4554

CLASSIFIED REQUEST FOR CLASSROOM OBSERVATION / PLACEMENT

NAME: _____ DATE: _____
 ADDRESS: _____ CITY, ZIP: _____
 PHONE: _____ EMAIL: _____
 EMERGENCY CONTACT: _____
 COOPERATING COLLEGE: _____
 TYPE OF REQUEST: _____
 DURATION OF REQUEST: FROM _____ TO _____ TOTAL HOURS/DAYS: _____

CLASSROOM PLACEMENT REQUEST:

Basic Education

Special Education

 Self-contained Resource Room DD SBD

GRADE/SUBJECT AREA REQUEST:

Primary

Intermediate

Middle School

High School

 P-2 3-6 7-8 9-12

(Subject/ Hours)

(Subject/ Hours)

(Subject/ Hours)

(Subject/ Hours)

APPLICANT DISCLOSURE PURSUANT TO RCW 43.43.830

1. Have you ever been convicted of any crimes against children or other persons? Yes No
2. Have you ever been found guilty in any dependency action, domestic relations proceeding, or disciplinary board final decision to have sexually abused, exploited, or have physically abused any minor or vulnerable adult? Yes No
3. Have you ever been convicted of any crime related to controlled substances to include manufacture or delivery or possession with intent to manufacture or deliver a controlled substance? Yes No
4. Do you currently have any outstanding criminal charges or warrants of arrest pending against you in any state, province, territory, and/or country? Yes No
5. Are you presently under investigation in any jurisdiction for possible criminal charges? Yes No

If you have answered yes to any of the above questions, please attach a supplemental sheet with a brief explanation. Before placement is made, you will be contacted by Human Resources to discuss the above.

I certify under penalty of perjury according to the law of the state of Washington that the foregoing is true and correct.

SIGNATURE: _____ DATE: _____

SECTION 4: CRIMINAL HISTORY & WASHINGTON STATE PATROL CHECK.

ALL STUDENT OBSERVERS and CASUAL LABOR EMPLOYEES MUST COMPLETE THE REQUIRED CRIMINAL HISTORY AND WASHINGTON STATE PATROL CHECK!

APPLICANT DISCLOSURE – pursuant to RCW 43.43.830

1. Have you ever been convicted of **ANY crime**? (Convicted includes **ALL** instances in which a finding of guilty or nolo contendere is the basis of conviction and/or all proceedings in which a sentence has been suspended or deferred.)..... YES NO
2. Have you ever been convicted of a crime relating to sexual abuse, exploitation or physical abuse? YES NO
3. Have you ever been convicted of any crimes relating to drugs? YES NO
4. Have you ever been convicted of any crimes relating to financial exploitation, including extortion, theft, robbery or forgery?..... YES NO
5. Do you currently have any outstanding criminal charges or warrants against you in WA or in any other state or country? YES NO
6. Have you ever been convicted of domestic violence or assault? YES NO

REQUIRED INFORMATION FOR WSP BACKGROUND CHECK: Male Female Race _____

LAST NAME:

FIRST NAME:

MIDDLE NAME:

FORMER NAME/ALIAS:

DATE OF BIRTH:



IMPORTANT: If you have answered **YES** to any of the questions above, **please attach a supplemental sheet with a brief explanation of the convictions** and send in a sealed envelope to the address below or email it to abradshaw@nthurston.k12.wa.us. You will not be considered for observation placement until interviewed and approved by North Thurston Public Schools. **Please check here if your explanation is already on file at the district office** _____.

SECTION 5: WASHINGTON STATE PATROL CHECK & DECLARATION

North Thurston Public Schools conducts a routine Washington State Patrol background check on all Casual Labor Employees. All observers must be cleared through the Washington State Patrol Criminal History (WATCH) program. By signing this application, you are granting NTPS permission to conduct the background check. *If you do not sign below, we cannot process your request and you will be unable to work.* WSP results are available upon request.

- *I understand I must answer this application truthfully and completely. Any falsification or deliberate misrepresentation, including omission of a material fact, and/or failure to notify NTPS if disclosure information provided changes, can be grounds for denial of employment application or discontinuation of employment.*
- *I certify under penalty of perjury according to the laws of the state of Washington that the foregoing is true and correct.*

SIGNATURE: _____
(Required)

DATE: _____



Please return this form to Alana Bradshaw
North Thurston Public Schools
Human Resources
305 College St. NE
Lacey WA 98516
360-412-4898