

1.300 POLICY ON NOTIFICATION OF REGISTERED CONVICTED KIDNAPPING AND SEXUAL OFFENDERS

CAMPUS CONTACT:

Vice President, Student Services - Students

Vice President of Human Resources – Employees

POLICY:

All registered sex offenders or kidnapping offenders, regardless of level, before enrolling in classes for the first time must:

1. Meet with the vice president, student services, and self-disclose their status.
2. Provide any requested information and releases of information related to their crimes, treatment, risk level classification, compliance history, victim profile or any other information deemed by the college to be important to safety.
3. Agree to comply with any conditions or restrictions as part of a safety plan and/or behavioral contract that limits access, interactions or participation. Behavioral contracts shall specify consequences for non-compliance and shall be signed by the college and the student.

Failure to comply will be grounds for denial of admission. If already admitted, failure to comply will be grounds for dismissal under the provisions of WAC 132L-120, *Student Rights and Responsibilities Code*.

The requirement for registered sex offenders or kidnapping offenders to meet with the vice president, student services before admission, shall be published in the college catalog, quarterly schedule, and selected admission materials.

PROCEDURE:

The Office of the Vice President, Student Services shall be the designated office to receive official notifications from the County Sheriff's Office or other police agencies and will additionally coordinate notification on campus. The Office of the Vice President, Student Services will maintain the following records::

- 1) Copies of all files, photos and other correspondence provided by other agencies
- 2) Record of all notifications made
- 3) Copies of all community advisory flyers or other public notices.

In the case of a College employee, the human resources office will maintain the file and, with consultation of the president, shall coordinate notification. Suggested notifications, adjusted on a case by case basis, shall be guided by the risk classification of the registered sex offender.

Risk Classification

Risk classifications are initially determined by professionals within the Department of Corrections before the release of the offender (DOC 05-729). The DOC makes classifications on a case-by-case basis after reviewing relevant records and information related to the offender.

Level I Sex Offender: These offenders present the lowest possible risk to the community and their likelihood to re-offend is considered minimal. They normally have not exhibited predatory type characteristics and most have successfully participated or are participating in approved treatment programs. Many are first time offenders.

Level II Sex Offender: These offenders present a moderate risk to the community and they have a higher likelihood of re-offending than the Level 1 offenders. They are considered a higher risk to re-offend because of the nature of their previous crime(s) and lifestyle (drug and alcohol abuse and other criminal activity). Some have refused to participate or failed to complete approved treatment programs.

Level III Sex Offender: These offenders pose a potential high risk to the community and are a threat to re-offend if provided the opportunity. Most have prior sex crime convictions as well as other criminal convictions. Their lifestyles and choices place them in this classification. Some have predatory characteristics and may seek out victims. They may have refused or failed to complete approved treatment

Access to Information

Any member of the College community shall have access to information that lists the names of registered sex offenders or kidnapping offenders known to the college who are either enrolled or employed by or at Centralia College.

The information, or any other notification, should not be used in any manner to injure, harass, or commit a criminal act against any individual named in the registry, or residing at the reported address. Any such action could subject a person to criminal prosecution and/or disciplinary action including dismissal from the college in accordance with the provisions of WAC 132L-120, *Student Rights and Responsibilities Code*.

The data are reported by police agencies, and the college does not edit nor check the accuracy of the information it receives from law enforcement agencies. Therefore, the college cannot guarantee the accuracy of this information AND registrants may have moved without notifying the proper Sheriff's Department. Centralia College shall NOT be responsible for any errors or omissions produced by this secondary dissemination of this information.

The following public notice is placed in buildings throughout campus:

PUBLIC NOTICE

REGISTERED SEX OFFENDERS OR KIDNAPPING OFFENDERS MAY BE ENROLLED OR EMPLOYED AT CENTRALIA COLLEGE. PERSONS INTERESTED IN SEEKING THE IDENTITY OF THESE INDIVIDUALS MAY OBTAIN FURTHER INFORMATION FROM:

Vice President, Student Services Student Center

Notifications and Restrictions

Level I Sex Offender – Low Risk to Re-offend

Notifications: (On a case-by case basis including, but not limited to)

- Coordinator of Security Services
- Merchant Patrol
- President
- All Vice Presidents and all Dean/Director levels
- Counseling Center/Running Start
- Teen Program
- High School Completion Program
- GED Program
- Math Center
- Writing Center

- Tutoring Center
- Student Employment Office
- Student Programs
- All Child Care, ECEAP, Parenting, and Child Development Centers
- Center for Disability Services
- RSO's faculty advisor
- Any other College program with a significant population of students under the age of 18
- Faculty and staff in whose program and/or courses the student is enrolled (name, crime(s), and restrictions, if any)
- A binders in the office designated under the Public Notice section of this policy
- If employed, notify supervisor.
- Any member of the college community upon request.

Restrictions: (On a case-by-case basis including, but not limited to)

- Employment that cannot be continually supervised, or has unsupervised access to locations in which persons under age 18 are present, or has access to student records, or involves unsupervised access to recreational areas.
- Specified areas or places on or near the campus

Level II Sex Offender – Moderate Risk to Re-offend

Notifications: (On a case-by-case basis including, but not limited to)

- All Level I notifications
- Faculty and staff in whose program and/or courses the student is enrolled (name, law enforcement notification, and restrictions, if any)
- Librarians
- Learning Center
- Computer Lab
- Law enforcement flyer placed on designated bulletin boards throughout campus
- By email send notification and link to law enforcement web site to students in whose class the offender is enrolled.
- By email send notification and link to Washington State Sex Offender web site to students in a club or organization in which the offender is a member.
- If employed at the college, send notification to supervisor and co-workers.
- Any other program or office with whom the student has or is likely to have contact.

Restrictions: (On a case-by case basis, as part of the behavioral contract with the vice president student services, including, but not limited to)

- All Level I Restrictions
- SAAT or any other club, organization, or activity in which students officially represent the college to off-campus parties.
- Any position of authority or power that has access to student information or that can influence students or employees.
- Any club or organization officer
- Field trips and outings
- Group projects
- Certain classes or programs
- In addition to Level I job restrictions, any job that requires or permits extended unsupervised personal contact with other students or staff members, or poses a threat to safety or security.

Level III Sex Offender – High Risk to Re-offend

Notifications (On a case-by case basis including, but not limited to)

- All Level I and II notifications
- By mail send notification and link to a law enforcement web site to students in whose class the offender is enrolled.
- All College employees via internal mail/e-mail and link to Lewis County or Thurston County Sheriff's web site
- College newspaper
- Any other legal means to get the information out to the College community

Restrictions: (On a case-by case basis including, but not limited to)

- All Level I and II restrictions
- May not be employed by or through the college
- May not be a member of any club, organization, or co or extra-curricular activity.

Faculty Notification

The vice president, student services, shall notify faculty members of registered sex offenders or kidnapping offenders who enroll in their classes. The vice president shall share information about any restrictions or limitations or other information that will improve safety and create a climate more conducive to teaching and learning.

The registered sex offender or kidnapping offender shall meet individually with the faculty member, disclose his or her status, discuss any restrictions or limitations, and discuss any potential teaching or learning conflicts that might arise.

AUTHORITY:

Community Protection Act of 1990

RCW 4.24.550.

RCW 9A.44.130.

RCW 4.24.550

RCW 28B.50.090(3)(b)

[Approved: Dr. James Walton, President, 03/16/09]

[Reviewed and Revised: Dr. Robert Frost, President, 9/12/2014]