

**Policy Type:** Student Services  
**Policy Title:** Notification on Convicted Sexual Offenders & Kidnapping Offenders  
**Policy Number:** SS-18

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**Purpose:**

To increase the safety and welfare of the Green River Community College community by providing timely and appropriate notification to the college community of the presence or enrollment of a convicted sexual offender or kidnapping offender. This notification shall be in accordance with applicable state law and be in such a manner that increases safety without creating excessive anxiety among students or staff, without contributing to a possible punitive action by some, and without causing undue damage to the positive college environment enjoyed by students and staff. This policy is not intended as a directive for faculty and staff to monitor conduct nor to report to any agency.

**Scope:**

This policies includes staff, faculty and students at Green River Community College

**Definitions:**

Public agencies are authorized to release information to the public regarding sex offenders and kidnapping offenders when the agency determines that disclosure of the information is relevant and necessary to protect the public and to counteract the danger created by a particular offender.

This applies to any information regarding:

- Any person convicted of a sex offense as defined in RCW 9A.44.130 or a kidnapping offense as defined by RCW 9A.33.130;
- Any person under the jurisdiction of the indeterminate sentence review board as the result of a sex or kidnapping offense;
- Any person committed as a sexually violent predator under chapter 71.09 RCW or as a sexual psychopath under chapter 71.06 RCW;
- Any person found not guilty of a sex or kidnapping offense by reason of insanity under chapter 10.77 RCW; and
- Any person found incompetent to stand trial for a sex or kidnapping offense and subsequently committed under chapter 71.05 or 71.34 RCW (RCW 4.24.550 (1))

Sex and kidnapping offenders who are admitted to the college must, within ten days of enrolling or by the first business day after arriving, whichever is earlier, notify the Sheriff of the offender's intent to attend the College. The sheriff then notifies the College's public safety office. (RCW 9A.44.130 (1))

**Policy:**

A college official or employee is immune from civil liability for damages for a release of relevant and necessary information unless it is shown that the college official or employee acted with gross negligence or in bad faith. (RCW 4.24.550 (5))

**Procedures:**

Upon receiving written notification from the County Sheriff's Office, or any other police agency, about the likely presence of a sexual offender on or near any College controlled facility, activity or event, the College may take such steps as are necessary and appropriate under applicable state law to inform members of the College community of the presence of such persons. Persons likely to be present include applicants for admission, attending students, employees of the College or persons otherwise known or suspected to frequent the College or College controlled facilities, activities or events.

The Director of Security shall be the designated official to receive notifications from the County Sheriff's Office or other police agencies. Prior to notification, the Director of Security may, when s/he deems it advisable, contact appropriate police and/or community corrections personnel to obtain information to guide notification actions. The Executive Dean of Student Services or designee shall coordinate notification to the campus community with the Director of Security. Any person on campus receiving notification from a police agency shall provide a copy of such notification to the Director of Security. The Executive Dean of Student Services, or designee, shall make the appropriate notifications if the offender is enrolled or deemed likely to enroll in, or to attend, a course, program, or other activity or event that is controlled or sponsored by the College. The Office of the Executive Dean of Student Services or designee will maintain the following records on all registered sex offenders covered under this policy: copies of all files, photos and other correspondence provided by other agencies; a record of all notifications made; copies of all community advisory flyers or other public notices. In the case of a College employee, the Vice President for Human Development, or equivalent officer, shall maintain a similar file and, with consultation of the President, shall coordinate notification.

The extent of the public disclosure of relevant and necessary information shall be rationally related to (a) the level of risk posed by the offender to the community, (b) the locations where the offender resides or is regularly found, and (c) the needs of the members of the college community for information to enhance their individual and collective safety. The extent and types of notifications may be adjusted on a case-by-case basis, but shall be generally guided by the offender risk factors as follows:

**Level I - Low Risk**

- Security Services
- President
- Executive Vice President
- Vice President for Human Development
- Executive Dean of Student Services or Designee

**Level II - Medium Risk**

- All Level I notifications
- Faculty and staff in whose program and/or courses the student is enrolled
- Work Study Office
- Counseling and Health Services
- Help Center
- Math Learning Center

- Writing Center
- Early Childhood Education Program (to include campus Montessori)
- Student Programs
- Athletics
- Child Care Center
- Student Housing
- Educational Planning
- TRIO
- Library
- Any College program with a significant population of students under the age of 18 (Running Start)
- Any other program or office with whom the student has or is likely to have contact.

**Level III - High Risk**

- All Level I and II notifications
- All College employees via internal mail/e-mail
- College newspaper
- College bulletins and bulletin boards
- Any other means to get the information out to the College community

Especially for Level II and Level III offenders, the College ordinarily will notify the offender of the notifications it is making.

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Specific Authority:

Law Implemented:

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**History of Policy or Procedure**

Draft: January 7, 2005, May 17, 2005

Adopted: January 6, 2006

Revised:

Reviewed by:

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