

SECTION: GENERAL

SUBJECT: SEX OFFENDERS

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**Background:** This policy covers procedures to be used for registered sex offenders who are employed by the college, attending classes, volunteering and/or applying for campus student housing.

**Point of Contact:** Director of Security

**Other LCSC offices directly involved with implementation of this policy or significantly affected by the policy:** Vice President for Finance and Administration, Vice President for Student Affairs, Directors of Human Resource Services and Residence Life

**Date of approval by LCSC authority:** September 25, 2019

**Date of State Board Approval:** N/A

**Date of Most Recent Review:** 09/2019

**Summary of Major Changes incorporated in this revision to the policy:** Revised the policy to comply with state and federal laws and guidelines including the offender's obligation to self report their status, the expectations of the college to act upon this information, and instructions on how individuals can look up state and national sex offender databases.

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1. **Purpose:** Define the requirements for students, employees, and volunteers to self report their registered sex offender status; and identify the expectations for the college to act upon this information. In addition, provide direction for individuals to look up state and national sex offender databases.
2. **Authority:** The Campus Sex Crimes Prevention Act, The Adam Walsh Child Protection and Safety Act of 2006, Idaho Title 18 Chapter 83 (Sexual Offender Registration Notification and Community Right-to-Know Act, and Idaho Title 19 Chapter 84 (Juvenile Sex Offender Registration Notification and Community Right-to-Know Act).
3. **Notification:** The Campus Sex Crimes Prevention Act (2000), passed as part of the Victims of Trafficking and Violence Protection Act, requires any person who was obligated to register in a state's sex offender registry to notify the institution of higher education at which the sex offender works or is a student of his or her status as a sex offender; and to notify the same institution of any change in his or her enrollment or employment status. It also requires that the information collected as a result of this Act be reported promptly to local law enforcement and entered promptly into the appropriate state record systems.
4. **Student Sex Offender Responsibility:** In addition to registration requirements as set forth in Idaho Code, students shall, in accordance with the Campus Sex Crimes Prevention Act, notify the Director of Campus Security of his or her status as a registered sex offender prior to attending classes or residing on campus.

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5. Employee Sex Offender Responsibility: In addition to registration requirements as set forth in Idaho Code, employees shall, in accordance with the Campus Sex Crimes Prevention Act, notify the Director of Campus Security of his or her status as a registered sex offender prior to accepting employment with Lewis-Clark State College.
6. Volunteer Sex Offender Responsibility: In addition to registration requirements as set forth in Idaho Code, volunteers shall notify the Director of Campus Security of his or her status as a registered sex offender prior to accepting a volunteer position with Lewis-Clark State College.
7. Procedure: Upon notification, the Security Director will advise the Behavior Response Team, who will determine what action(s), if any, should be taken. Any actions taken by the college will be determined on a case by case basis. The Behavior Response Team will take a number of factors into consideration including:
  - A. The potential level of risk posed by the offender to the LCSC campus.
  - B. The locations where the offender resides, expects to reside, or is regularly found.
  - C. The needs of the affected LCSC campus members for information to enhance their individual and collective safety.
8. Failure to register as required may result in disciplinary proceedings up to and including dismissal and will be reported to the appropriate law enforcement agency.
9. Record Keeping: Any record received from registered sex offenders or law enforcement agencies shall be maintained in the Campus Security Office.
10. Law enforcement agency information provided by the State of Idaho concerning registered sex offenders may be obtained at the Idaho State Police Sex Offender Registry (SOR) at [https://www.isp.idaho.gov/sor\\_id/](https://www.isp.idaho.gov/sor_id/). The Idaho SOR searches may be conducted by registrant's last name, city, county, zip code, or map. In addition, the National Sex Offender Registry is available at: <https://www.nsopw.gov/en/search/verification/>.