

UNIVERSITY OF WASHINGTON, BOTHELL POLICIES AND PROCEDURES MANUAL

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SEX OFFENDER NOTIFICATION
15.10
REV 6-04
Public Security & Campus Safety
425.352.5359

OVERVIEW

Pursuant to RCW 4.24.550, the University of Washington, Bothell will notify the University community when knowledge is received that any person meeting the following criteria registers at the college and/or may be expected to be on or near campus:

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

POLICY

The extent of public disclosure of relevant and necessary information shall be directly related to

- the level of risk posed by the individual to the community
- the locations within a one mile radius where the individual resides, expects to reside, or is regularly found
- the needs of the affected community members for information to enhance their individual and collective safety

The purpose of the Sex Offender Notification Procedure is to respond to the enrollment or presence of such an individual at the University of Washington, Bothell:

- Without creating excessive anxiety among staff or students;
- Without violating the rights of the offender;
- Without contributing to a possible punitive reaction by some

- members of the campus community;
- Without causing undue disruption to the university environment

PROCEDURE(S)

Identification

- (a) On a quarterly basis, the campus Security & Campus Safety Department will request lists from area law enforcement agencies of individuals who meet the specified criteria;
- (b) The Security & Campus Safety Department will match law enforcement lists against lists of current students and employees;
- (c) The Security & Campus Safety Director will notify the Designated Official at each institution (UW Bothell and Cascadia) if any current student or employee is on the list provided by local law enforcement agencies. Designated Officials are:
 - a. For UW Bothell: Director of Student Affairs
 - b. For Cascadia: Vice President for Student Success
- (d) If an individual meeting the specified criteria self-identifies to a university employee, that employee will notify the Security & Campus Safety Director, who will then notify the Designated Official.

Notification

Upon learning of the enrollment/presence of an individual meeting any of the above criteria, the Designated Official will take the following steps:

- a) Obtain additional information, as necessary, from law enforcement
 - b) Meet with the Security & Campus Safety Director and Cascadia's Designated Official to assess the campus safety issues involved
 - c) Meet with the identified individual and make him/her aware of the notification procedure
 - d) Provide the enrolled sex offender information related to his/her behavioral expectations
 - e) Notify the campus community according to the procedures outlined below
- A. Notify the campus community in accordance with the classification level of the sex offender as follows:
- 1. **Level I** (indicates a low risk of re-offense) - Notify as follows:
 - a. On a quarterly basis, general information regarding sex offenders on campus will be provided via the Security & Campus Safety website.
 - b. Individual's name and risk level will be on file in the office of the Security & Campus Safety Director and the Designated Official. Any individual within the campus community may have access to notification information.
 - c. At the discretion of the Designated Official and the Security & Campus Safety Director, verbal notification may be given to the student's faculty and to the relevant staff.

- d. If the individual is an employee, verbal notification will be given to the Human Resources Director and the individual's supervisor.
2. **Level II** (indicates a moderate risk of re-offense) - Notify as follows:
- a. On a quarterly basis, general information regarding sex offenders on campus will be provided via the Security & Campus Safety website.
 - b. A Community Notification Bulletin, supplied by law enforcement agencies, will be on file in the Security & Campus Safety Director's office and the office of the Designated Official. The bulletin includes the individual's name, picture, and descriptive information about the individual and the offense.
 - c. Verbal notification will be given to the faculty in whose classes the individual is enrolled, relevant staff, and in the case of an employee, to the individual's supervisor.
3. **Level III** (indicates a high risk of re-offense) - Notify as follows:
- a. On a quarterly basis, general information regarding sex offenders on campus will be provided via the Security & Campus Safety website.
 - b. Same notification as for Level II
 - c. All employees and students will be notified of the individual's presence on campus through an e-mail communication sent to those individuals with university accounts. The notification will include the Community Notification Bulletin.
 - d. A notice to readers will be placed in The Commons student newspaper directing them to the Security & Campus Safety website for more detailed information.

FORMS

Notification Table