



## Why YC School District Requires Social Security numbers for Background Checks

We understand why many hesitate giving out their social security numbers, even to government entities like school districts. Our volunteers have a right to know how their SSN will be handled and used. I hope that this form will help put your mind at ease on the process and why it is necessary for us. **Our students' safety is priority.**

Quite honestly, we cannot conduct a *quality* volunteer background checks without the SSN.

The social security number:

- Identifies the volunteer.
- Helps determine correct spelling of name(s).
- Without the SSN a volunteer with something to hide could alter the spelling of their name, change their name, etc. How would we know?
- Identifies any other names a person has been known by.
- Identifies address history so we know where to search nationwide.
- Running the SSN allows us to search on a nationwide level. A driver's license would limit us to things that only happened in the state on their Driver's license.

### **“But police offices don't require SSN”:**

We are not a police office. Therefore, we are not privied to the extensive software that they utilize when pulling people's information. Technically, criminal records are not tied to Social Security Numbers. Criminal records, unlike SSNs, are part of the public record, which means they are typically filed based on name. Even though criminal records are not tied to Social Security Numbers, however, there are significant benefits to including an SSN in a background search. If someone has been convicted of assault, that record might not be linked with his or her Social Security Number. However, that person's address history and alias history is linked with their Social Security Number. Including the SSN as part of the background check can give us more information about the person we are screening. It is simply not worth the risk of missing a serious criminal record when there are children involved.

### **How we handle the social security numbers.**

You have the option of giving your SSN over the phone, where will be put it directly into our security system we use for background checks. Or, if written down on our Background Check form, they will be secured in Confidential Shred Bin in our office. It is then picked up by the shredding company and professional/confidentially shredded and burned.

If you have any further questions or concerns, please email [communications@ycschools.org](mailto:communications@ycschools.org).

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