

BAYCREEK PARK

COACHES BACKGROUND POLICY

Article I. Purpose

To establish a written policy that outlines a “memorandum of understanding” between the Grayson Athletic Association (GAA) and its volunteers. This policy is meant to implement an effective and efficient screening process for its volunteers, so that established guidelines or parameters are defined and understood. This policy will set the standard of practices for determining volunteers at Grayson Athletic Association (GAA) and Baycreek Park.

Article II. Policy Mandate

For the safety and well being of each and every child participating in the Grayson Athletic Association (GAA), it shall be the policy of the Association as of 02-22-2009, to obtain and utilize background checks for screening potential coaches, “official” assistant coaches, Board members, commissioners, and/or any other holding an authoritative position (all referred to later as Volunteer) that makes application to the Association. This policy will apply to all youth sports coaches, both head and assistant, participating in sanctioned Grayson Athletic Association’s recreational athletic leagues. If there is any doubt as to which coaches should be screened, the general rule is anyone who would potentially have unsupervised access to children on the team. Each Coach will have his or her background checked every 12 months for as long as he or she continues coaching. A written authorization form shall be submitted to GAA, signed by Volunteer, allowing the Association to order an individual criminal background check. Any Volunteer that fails to submit the signed consent or who falsifies this form with erroneous information shall forfeit their consideration for a position. The Grayson Athletic Association (GAA) will establish deadlines to submit the Consent/Release Forms to them. These deadlines *should* be at least two weeks, or as a practical matter of time, prior to the start of practices for each sport. Board members shall turn in a consent form prior to the annual elections; all others must submit consent forms before the beginning date of their tenure for the position in which they are applying. In addition, GAA will reserve the right to conduct random checks on at least 25% of all volunteers each year. This will give the Grayson Athletic Association (GAA) time to compile the forms, process the forms, and have the background checks submitted.

Background checks will be performed by **Southeastern Security Consultants, Inc. (SSCI), 1853 Piedmont Road, Suite 100, Marietta, Georgia 30066.** The Grayson Athletic Association will utilize an official SSCI consent form provided by Southeastern Security Consultants, Inc., and shall be reviewed only by a designated committee (Background Screening Committee) so as to assure applicants’ privacy, as well as assure that all background checks are reviewed properly and with objectivity, as may be required. Any change in the reporting agency or vendor used for these background checks shall require a majority vote of the Board of Directors.

It will be the responsibility of league Directors to obtain and submit the consent forms to the Background Screening Committee. It will be the responsibility of the Committee to obtain consent forms for anyone wishing to be considered for a Board position or any

other position not directly related to a specific sport. It shall then be the responsibility of the Committee to forward those consent forms to SSCI.

Article III. Criteria

The Grayson Athletic Association has reviewed and implemented the following, as justifiable guidelines, when determining a volunteer's qualifications. The Grayson Athletic Association reserves the right to modify any recommendations made by SSCI, on a case by case basis.

- A conviction for any of the following will be considered an offense serious enough to disqualify a coaching candidate, board member, commissioner, or any other position of authority (Volunteer) for any sport or activity at Grayson Athletic Association (GAA):
 - ◆ Any felony offense involving violence, regardless of time elapsed
 - ◆ Any type of crime against children, regardless of time elapsed
 - ◆ Any crime of a sexual nature, regardless of time elapsed
 - ◆ Any combination or multiple convictions of like or different crimes, regardless of time elapsed.
- In addition, Volunteer applicants shall be disqualified if they have been convicted of the following within the past seven (7) years:
 - ◆ Any felony conviction
 - ◆ More than two (2) drug or alcohol related crimes, including but not limited to DUI, DWI or other such offenses related to the operation of a moving vehicle while impaired.
 - ◆ Any other conviction involving "moral turpitude," as defined by a majority vote of the Board of Directors, which shall be reviewed upon a case-by-case basis, and any and all decisions shall be at the discretion of the background check committee and shall be final.
- Any other misdemeanor, within the past five (5) years that would be considered a potential danger to children, or is directly related to the functions of that coach.
 - ◆ Examples include, *but are not limited to*: contributing to the delinquency of a minor, providing alcohol to a minor, etc.
- The Grayson Athletic Association (GAA) also reserves the right to disqualify a person for any crime that would be considered a potential risk to children and/or other vulnerable populations.

While not specifying each and every crime, any offense that may fall under these categories should be deemed, as such, that the candidate would be inappropriate for any position where he or she is, in extended contact or is responsible for any child for any period of time.

A Coach or Volunteer who willfully fails to comply with this background screening policy shall be automatically disqualified.

Should an existing Volunteer be charged with any of the above crimes after a background check has been performed and/or during a respective season, the Volunteer shall be suspended immediately and indefinitely? Should a disqualifying entry be revealed during a random background check for any Volunteer during their time in position, that Volunteer shall be immediately removed from that position.

It shall be the policy of the association to maintain these records for a period of three years. SSCI maintains records of screened applicants for a period of seven years, and GAA may access those records as needed.

Article IV. Background Screening Committee

The Background Screening Committee shall consist of the President, and two other members designated by a majority vote of the Board of Directors. The duty of the committee will simply be to gather the forms from the respective sports or activity boards, submit forms to SSCI, and then notify any person whose background check reveals a disqualifying entry on the background check report.

Article V. Background Appeals and Procedures

If a Volunteer's background check includes a charge set forth on the list of disqualifiers below, the Grayson Athletic Association (GAA) reserves the right to immediately disqualify a person from volunteering. There shall be no appeal of a decision to disqualify a Volunteer, **if** the Volunteer's relevant criminal history is accurate; all decisions are final.

If a Volunteer wishes to dispute the content of the profile report, he / she shall contact the third party responsible for conducting the background check by calling the telephone number listed on the report. The Volunteer is responsible for providing any or all documentation to support his or her claim.

Neither the Background Screening Committee, or GAA shall have any input nor oversight into any disputed matter between the applicant and SSCI.

Article VI. Confidentiality

All information obtained in response to the background check or disclosed in the review process shall be kept confidential and not disclosed or discussed outside of the review process or Background Screening Committee. GAA and its members are not responsible for errors or omissions that may or may not have been reported on background checks.