



## **Background Screening Policy**

### **BACKGROUND**

In October 2010, One Goal Sports, Inc. approved implementation of a background-screening requirement for all coaches. This document includes basic information about the One Goal Sports background-screening program.

### **PURPOSE**

The purpose of the background screening process is to determine eligibility for coach and referee participation in One Goal Sports. This screening may serve as a pre-employment background-screening program.

No screening process can offer absolute assurances; yet, knowing a volunteer's background can provide more certainty that people with a history of inappropriate behavior will not have access to children.

### **APPROVAL DEFINED AS**

An individual who is permitted to participate as a coach or referee with One Goal Sports after having registered via the SportsSignUp link as a coach or referee, completed the background check with no disqualifying criminal background history, or one who is permitted, at the discretion of OGS, to participate after following through with an appeals procedure.

### **MEMBERS REQUIRED TO BE SCREENED (18 years of age and older)**

Coach and referee applicants age 17 and younger are not subject to the new background-screening requirement. The screening requirement becomes mandatory for a coach or referee who, at the time of registration for the sport at hand, is 18 years of age or older.

The following One Goal Sports volunteers are required to undergo regular background screening:

- 1.) All prospective coach volunteers and "parent helpers" who plan to work hands-on with children).
- 2.) All prospective referees.

### **SCREENING CRITERIA FOR VOLUNTEER ELIGIBILITY**

The screening criteria used to evaluate background screens are designed to identify violations including but not limited to – *“Conviction of, imposition of a deferred sentence for, or any plea of guilty or no contest at any time, past or present, or the existence of any pending charges, for (i) any felony, (ii) any offense involving use, possession, distribution or intent to distribute illegal drugs or substances, or (iii) any crime involving sexual misconduct.”*

### **FREQUENCY OF SCREENING**

Background checks are mandatory for all head coaches, assistant coaches and referees beginning October 2010. Initially all coaches will be required to undergo a criminal background check prior to the beginning of the sport or season they coach. Each year all new coaches and referees will be required to have a background check conducted prior to the beginning of the sport they coach. Coaches and referees who continue to participate will be required to have a background check conducted once (1) per calendar year, prior to the beginning of the sport they coach. In addition, One Goal Sports, Inc. will reserve the right to conduct random checks on at least 25% of all volunteers each year.

## **DISQUALIFICATION**

An individual shall **NOT** be approved as a volunteer coach with One Goal Sports should his/her criminal background check reveal any prior convictions (whether by verdict or plea) for crimes or offenses listed below. Such offenses shall include, but are not to be limited to:

**A. FELONY (Sex Offenses)** all sex offenses **regardless of the amount of time since offense**, including without limitation:

- Child molestation
- Child pornography
- Possession or dissemination of pornography
- Rape
- Sexual assault
- Sexual battery
- Sodomy
- Prostitution
- Solicitation
- Indecent exposure

**B. FELONY (Violence)** – All felony violence **regardless of the amount of time since offense**, including without limitation:

- Murder, homicide, manslaughter
- Domestic violence
- Aggravated assault
- Kidnapping
- Robbery
- Aggravated burglary

**C. FELONY (Involving Child)** All felony offenses involving a child **regardless of the amount of time since offense**, including without limitation:

- Child abuse
- Child neglect
- Kidnapping
- Contributing to the delinquency of a minor
- Internet luring of a child
- Child trafficking
- Employing a child to commit a crime
- Endangering the welfare of a child
- Selling firearms or other weapons to a child
- Lewdness or obscenity toward a child

**D. FELONY (Other)** – All felony offenses **other** than already listed **regardless of the amount of time since offense**.

**E. MISDEMEANORS (Violence, Drug and Alcohol, other)** – All Misdemeanor offenses **within the past 7 years** including without limitation:

- Simple assault
- Battery
- Domestic violence
- DUI or DWAI
- Simple drug possession
- Drunk and disorderly
- Public intoxication
- Possession of drug paraphernalia

**F. MISDEMEANORS (Violence, Drug and Alcohol, other)** – All Misdemeanor offenses **other**

than already listed within **the past 7 years** since offense:

The list of crimes and violations contained in this section is for illustrative purposes only and shall not be construed as a limitation on those criminal activities or violations that would be grounds to disqualify a person from assisting with youth-related activities through One Goal Sports.

## **OTHER DISQUALIFYING FACTORS**

***Pending Charges:*** If an individual has criminal charges of any nature pending he/she shall be prohibited as a coach, referee, or volunteer until the active case is brought to final resolution or until the charges are dropped.

***Subsequent Charges:*** Should an approved individual subsequently have any criminal charges brought against him/her during their term of approval they will be required to disclose the nature of the charges to One Goal Sports and voluntarily terminate their coaching or referee duties until a determination is made by the One Goal Sports Staff, along with the OGS Board of Directors, regarding the effect of the pending charges on the coach or referee functions within the program.

***Failure to consent to the clearance process:*** Failure to consent to these criminal background check procedures shall automatically disqualify an individual from coaching or otherwise volunteering.

## **SCREENING PROVIDER**

One Goal Sports has selected KidSafePlus as the provider for all coach screenings. KidSafePlus partners with LexisNexis, the leading provider of background checks, processing an average of 22,000 criminal background checks daily. More information about this location of company based company is available at web address. The Technical Support Desk can be contacted by telephone at toll free number or by email at email address.

## **COST**

The background screening is FREE to all prospective One Goal Sports coaches and referees.

## **SCREENING DETAILS**

Upon registering as a One Goal Sports' coach, each coach must complete a background check. The background screening includes all or a portion of the following:

- ***Social Security Number Verification-*** This verifies the individual's name against the social security number to ensure they are who they say they are. This helps to eliminate the possibility of false names and/or information. Once the social security number is verified, the SSN is encrypted to an unreadable format (**NOTE:** One Goal Sports never has access to an individual's SSN).
- ***National Criminal File Search-*** The NCFS is run against the full name, address, and birthdate to locate any charges associated with the individual. The NCFS is not run by SSN because many counties and/or districts in the United States do not store the SSN as a part of the criminal record. This searches a database of 200 million criminal records, compiled from many sources including:
  - *Fugitive files and government watch lists*
  - *Sexual and violent offender registries*
  - *State and county criminal record repositories*
  - *State departments of corrections*

## **COACH AND REFEREE PROCEDURE**

1) The prospective coach or referee must complete registration as such through the One Goal Sports registration link powered by SportsSignUp.

2) Once registered, a button for the background screening process will be available. Coaches and referees must click to begin the background screening process.

3) The coach or referee MUST supply as much information as possible to ensure a quality search (example, first name, last name, middle initial or full middle name, correct SSN, etc.) Be sure to double check your information before submitting your screen.

3) When an applicant passes screening, the coach or referee will receive an email APPROVING him/her for One Goal Sports participation and the background section will appear CLOSED on the OGS administrative site.

4) If the background screen returns a finding of a potential disqualifier for OGS participation, there is a process for review of the accuracy of the information. One Goal Sports will mail a copy of the report by “certified mail” to the coach or referee for review. If the coach or referee deems the findings to be inaccurate “false positives” they may request an appeal.

-----  
**REVIEW AND APPEALS PROCESS**

**Child Abuse History** No appeals will be permitted for offenses on their child abuse history

**Criminal Background Check:** One Goal Sports will make a determination regarding any Criminal Background Checks that come back with an offense history in accordance with the offenses listed above. One Goal Sports shall determine whether or not an individual's prior criminal history will prevent him or her from being involved as a coach with One Goal Sports. In making such determination, the staff shall determine whether there has been an act or violation that impacts the health, safety and welfare of children, including, but not limited to, those offenses listed above.

If the individual wishes to appeal One Goal Sports’ decision he/she must request to address Director and staff. The individual will need to contact the OGS Director and request to be put on a meeting agenda and provide the explanation along with clear and convincing evidence why he/she feels that he/she should be considered for approval.

The individual’s personal information (i.e. name, address, phone number, etc.) will not be included in any documentation that can and/or will be made public (i.e. letters, emails, faxes, etc.). The Board will be given documentation (minus personal information) of the individual’s record that led to non-approval and any advanced documentation that the individual may have provided.

Decisions may include:

- Recommend the decision for non-approval be changed
- Uphold the decision for non-approval
- Request more information and forward to a future meeting agenda

There is no appeal beyond this measure. Denial for Child Abuse History Clearances cannot be appealed.

**FINAL DECISION PROCEDURE**

**Certified Letter:** The One Goal Sports’ staff will mail a FINAL “certified letter” disclosing coach or referee APPROVAL status.

**CONFIDENTIALITY**

Even though adult criminal records are public information, information received during the background process will only be shared on a “need to know” basis.

**ENFORCEMENT**

To ensure compliance with this requirement, the following policies govern enforcement of the background-screening program:

1) An individual applying to coach or referee must complete the background-screening requirement prior to

final approval as a registered coach or referee with One Goal Sports.

2) If a prospective coach or referee does NOT complete the following requirements for APPROVAL by the final registration deadline (an exemption beyond the deadline date is at the discretion of the OGS staff) for the season at hand, he/she does not enjoy the privilege of coach or referee participation with One Goal Sports.

- Register on the OGS registration site as a coach or referee
- Complete the background-screen (APPROVED RESULTS)
- If necessary, appeal an inaccurate charge (also referred to as a “false positive”) (APPROVED via APPEALS PROCESS)

**NON-WAIVER**

Nothing in this policy shall be construed as a waiver or limitation of the discretion of One Goal Sports to disqualify an applicant for an employment or volunteer position when, in the sole opinion of One Goal Sports, such is in the interests of One Goal Sports or its program participants.

© October 2010

1<sup>st</sup> person 3<sup>rd</sup> person transitions throughout!