

18:6 *Team background investigation certificate*

It is the responsibility of each individual team to deliver a Certification letter, on or before the January general meeting to the league secretary in the form of a letter signed by the team director stating that a background investigation has been completed. (Refer to Article 19 for investigation requirements)

A \$25.00 fine for each month a team is not in compliance.

ARTICLE 19: SECURITY

19:1 Home Match Security

It will be the sole responsibility of the Home Team to provide security at the event.

It is recommended that the security consist of (but not limited to), hall and door monitors, and a roaming monitor.

It is recommended that a check (inspection) of the building (before and after the event) is conducted with a representative of the facility and a list of any issues is completed.

In the event that any damage or mischief does occur, the burden of the cost will be on the home team or any individual(s) caught doing the damage or mischief.

It is strongly recommended that any and all **legal action** be taken if those caught refuse to reconcile damages.

19:2 Staff Criminal Background investigations

Each team is responsible for investigating the background of each staff member including, but not limited to anyone who will have unsupervised contact with team members. The intent of this investigation is to identify any person who has been convicted of crime that involves children, including sexual contact/molestation, physical abuse, neglect, child abuse, maltreatment, or felony drug convictions. These crimes will act as automatic disqualifiers to be a coach affiliated with a Grapevine League wrestling team. Each team may set a higher standard for eligibility. This investigation is to be conducted by a third party such as a board of education, school district, local police department, or the team's athletic organization. However, if a team is unable to have the investigation done by a third party, it will become the responsibility of the head coach, or designee to conduct their investigation using the form SBI 212B route. A Criminal Background request form can be obtained from the league. The league will provide a NJ State Police, State Bureau of Identification form (SBI 212B) which must be completed by the team. The completed form and attached funds will then be forwarded to the NJ State Police, State Bureau of Identification as instructed by the form. Note, each SBI 212B form must have payment for only that

Division of State Police
Attn.: CIU
P.O. Box 7068
West Trenton, NJ 08628-0068

The head coach, or designee will be designated as the requester on the form, and will be their sole responsibility for reviewing each staff member's criminal history to determine their eligibility. Coaches are encouraged to review, and carefully execute form SBI 212B keeping in mind all results are to remain

confidential (refer to CAUTION below). These background checks should be completed prior to the season starting, or at the immediate start so the information is received in a timely matter.

Teams are encouraged to institute their own criminal background investigation that includes a check of the Federal Criminal Database (NCIC). This process can be found on the New Jersey State Police website www.njsp.org.

Upon completion, a certification letter must be completed by the head coach and forwarded to the Secretary of the league to be kept on file or as an option; the team's head coach can forward a letter from their third party on official letterhead documenting the people investigated and their decision that they are acceptable.

Caution: personal information present on both on the SBI 212B and the resultant report must be kept CONFIDENTIAL. It is recommended that only the persons signing the certification letter have access to this information. The security of these documents and personal information is the responsibility of those who have access to this information. Refer to section D of the SBI 212B form.

The teams that use the third party route must have an third party official sign, date, and identify themselves on the certification letter. The league requires that each team reinvestigate staff members at least every 36 months. This certification letter must be completed if an addition is made to the staff after the initial certification letter is submitted. Every candidate has a grace period of 30 days. During this grace period he or she may participate as a team staff member. A template for the certification letter is available on the league web site in the forms section. SBI 212B forms are available from the league secretary, or by calling the NJ State Police Division Headquarters at 609-882-2000 ext. 2765.

Each team must provide the league a certification letter that certifies that the team has conducted a criminal background investigation as specified above has reviewed the results and has removed anyone who they feel must not have contact with team members