

TERRACE PARK RECREATION COMMITTEE Official Volunteer Application

FILL OUT THE FOLLOWING FORM IF YOU WOULD LIKE TO BE A TPRC COACH, ASSISTANT COACH OR BOARD MEMBER.
(Complete First Page and Sign Second Page)

Page 1

Please return to the Terrace Park Police Department (Chief Hayhow) *within a week of receiving this.*
If there are any questions coming out of the public records search, the Terrace Police Department will contact you directly.

Name: _____ Date: _____ Do you have children in the program? Yes No
If yes, at what level?

Address: _____ Special Certification (i.e. CPR, Medical, etc.): _____

City: _____ State: _____ Zip: _____ Previous/current volunteer experience (e.g. baseball/softball and years): _____

Telephone: _____ Email: _____ Have you ever been convicted of a felony? Yes No

Date of Birth: _____ Have you ever been convicted of any crime involving or against a minor? Yes No
If yes, explain: _____

Do you have a valid driver's license? Yes No
Have you ever plead guilty to or been convicted of any other type of crime? Yes No
If yes, explain: _____

Driver's License #: _____ State: _____ Have you ever been refused participation in any other youth programs? Yes No
If yes, explain: _____

In which of the following would you like to participate? ("X" one or more.)

- League Official
- Head Coach
- Board Member
- Assistant Coach
- Other: _____

For which sport? (if applicable): _____

Privacy Policy: Please be advised that TPRC does not sell or release contact information to any non-affiliated organization

TERRACE PARK RECREATION COMMITTEE
Official Volunteer Application
(Complete BOTH Pages)

Page 2

I hereby swear and attest that all information provided on this application is true and complete to the fullest extent of my knowledge. If I am accepted as a volunteer, TPRC may end the relationship if I have made any false statements or material misrepresentations, written or oral. As a condition of volunteering, I hereby grant permission to TPRC and the Terrace Park Police Department to conduct a public record check on me, which may include a review of database records including but not limited to sex offender registries and child abuse. I understand and agree that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability TPRC, Terrace Park Police Department, its officers, employees and volunteers thereof, and/or any other person or organization that may provide such information.

I also understand that, regardless of previous appointments, TPRC is not obligated to appoint me to a volunteer position. I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for any and all violations of TPRC's policies or principles.

Binding Arbitration Policy

If appointed, I hereby understand and agree that any and all civil disputes by and between myself, TPRC and any and all affiliated parties will be subject to binding arbitration in accordance with Ohio law under the guidelines and rules of the American Arbitration Association. I hereby agree that this binding arbitration shall be in lieu of any litigation by and between myself, TPRC and any and all affiliated parties. If any portion of this application shall be deemed unenforceable or invalid, this arbitration agreement shall still remain in full force and effect.

Applicant Signature _____

Date _____

Applicant Name (Print or Type): _____

NOTE: Terrace Park Recreation Committee will not discriminate against any person on the basis of age, race, creed, color, national origin, marital status, gender, sexual orientation or disability.

For Local Use Only. Below please print the legal name of the individual who performed the records check on the applicant and name of the local organization.

Records check completed by: _____

And _____

Reference check completed by League officer: _____

Completed by: _____

Date Completed: _____

System(s) used for records check (minimum of one must have "X")

Online multistate database
(Choicepoint, etc.)

State/Federal Criminal History Records

FEDERAL Sex Offender Registry

Other (please explain): _____

LEAGUES: You must maintain copies of records check results at the league level for the duration of the volunteer's service.

TPRC Coaches Public Records Checks

The Terrace Park Recreation Committee will be implementing Coaches public records checks for all TPRC sports beginning with the 2009 Baseball/Softball season. These checks are consistent with those used by the Mariemont School System in hiring teachers/coaches and those used by other Recreational Sports programs in our area. Consistent with the TPRC principles, they will help ensure a safe and fun recreational sports experience for our kids.

The following is the process used to conduct the checks:

1. Those who want to sign up to coach or assistant coach for a TPRC sports team will be given a simple application to fill out and sign that give the Terrace Park Police Department (TPPD) permission to conduct a public records check on them.
 - a. The applicant will return the application directly to the TPPD within a week of receiving it.
2. The TPRC Commissioner for the sport will compile a list of potential coaches and forward the list to Chief Hayhow so he knows whose applications he should be receiving for public records checks. The Commissioner should also make it clear to by what date the checks need to be completed in order to be ready for the start of the season.
3. The TPPD will conduct public records inquiry. Should there be any issues with any of the potential coaches, the TPPD will contact that potential coach directly.
4. If there are issues with their public records check, the potential coach can:
 - a. Discuss the issue with the Commissioner or President of TPRC, or
 - b. Remove his/her name from the coaches list by contacting the Commissioner for the sport they want to coach.
5. The Commissioner for the sport completes the final list of coaches (at least two weeks before the season is to begin) and forwards it to TPPD if there are any changes from the original list. It is up to the Commissioner to talk with the TPPD to make sure that all public records checks have been completed.
6. If there is someone with public records check issues still on the final coaches list who has not contacted the TPRC, Chief Hayhow discuss this with the Commissioner how to follow-up with that person.
7. The TPPD will note on each of the applications the date and results of the records check. It will be up to TPRC to store these documents at least for the time that the person is coaching.