

Background Check Policy
Southbury Youth Baseball
Effective Date: May 3, 2015

Southbury Youth Baseball advocates for the careful selection of our volunteers, especially those who have a direct impact on our young players, such as our managers and coaches. In order to ensure the safest possible environment for our player participants, Southbury Youth Baseball requires all coaches, managers and volunteers who interact with our youth players to submit to a background check. This policy is intended to provide guidance regarding the background check process and transparency regarding the use of background checks for those participating in our programs.

Purpose:

Southbury Youth Baseball believes that the safety of our young athletes is our top priority. We believe in the careful consideration and selection of our volunteers, especially those who have direct contact with our young players.

The National Babe Ruth and Cal Ripken organizations share this belief and have mandated that all local Babe Ruth/Cal Ripken leagues perform background checks on their managers and coaches, as well as any other persons and volunteers who provide regular service to the league and/or have repetitive access to, or contact with, players or teams.

It is the intent of this policy to establish certain guidelines wherein Southbury Youth Baseball can seek to protect our participating children and patrons involved in our programs by investigating the background of volunteers who have the potential of regular contact with participants. A criminal history check serves as a means to review an individual's background in the context of their volunteer participation with Southbury Youth Baseball. Knowing an individual's criminal background can provide more certainty that people with a history of inappropriate behavior will not have access to the children and participants involved in our programs. Therefore, the objective of our background checks is to ensure the safety and well-being of participants and provide citizens with a peace of mind.

Policy:

All volunteers who are directly responsible for the safety and well being of participants involved in a Southbury Youth Baseball (SYB) program on a regular basis will be subject to a criminal background screening consisting of a sexual offender registry search and a criminal history search.

Screening Process:

- 1.** Members of the SYB Board or their designee will distribute to each volunteer an electronic form for participants to complete. The form will be processed by the third party vendor at the request of SYB and the results will be distributed to a three-person panel designated by the SYB Board to review background check information (the "Review Panel").
- 2.** Members of the Review Panel will review the results of each background check consistent with this Policy. Volunteers will not be given the results of their background check unless specifically requested.

3. If any disqualifying offenses are reported in the background check, members of the Review Panel or the SYB Board will notify the volunteer that they are disqualified from volunteering in SYB activities.

Disqualifying Crimes:

No individual shall be permitted to volunteer for SYB-sponsored activities if the results of the background check show that the person has ever been convicted of or has a charge pending against them in which it is alleged that they have committed a crime that falls under one of the following categories. Examples of crimes under each category are not exclusive.

a. **All Sexual Offenses**-child molestation, sexual assault, rape, sexual battery, indecent exposure, child exploitation, etc.

b. **All Felony Violence Offenses**-murder, manslaughter, aggravated assault, robbery, an offense involving a weapon, etc.

Confidentiality:

To help ensure confidentiality, neither the Review Panel nor the SYB Board will be informed of the specific results from a criminal background check. The criminal background checks will be maintained and secured as confidential records.

Appeals Process:

If a volunteer's background check includes a disqualifying charge, the SYB Board or its designee shall immediately relieve a volunteer of their duties. There will be no appeal of a decision to relieve 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 background check, a member of the Review Panel will provide information to the affected volunteer regarding the results of the background check and the third party vendor that provided such results. The volunteer is responsible for providing any and all documentation to support his or her claim that the results are inaccurate. Decisions will be overturned only in the event that the volunteer can demonstrate to the satisfaction of both the third party vendor and the SYB Board that the background check results are in error.

Factors to Consider:

The fact that a volunteer has been accused of or convicted of a crime, other than a Disqualifying Crime, does not automatically preclude volunteer service, and individual circumstances will be considered. For crimes other than Disqualifying Crimes, the Review Panel shall consider other factors to determine if an individual can volunteer with SYB. Those factors include the following:

Type of offense-The type of criminal offense with regard to the level of risk the person poses to the volunteer service they will be performing.

Context of offense-The nature and severity of a crime, the number of convictions, progress since the crime occurred, cause and effect, etc.

Time of offense-Specific information such as the duration of time since the conviction occurred.

Based on an individual's background screening results, the Review Panel will determine whether an individual can volunteer based on the aforementioned factors. Ultimately, the safety of SYB participants is SYB Board's top priority and all cases will be decided consistent with this goal.