

Arlington Babe Ruth Baseball CORI POLICY

Arlington Babe Ruth Baseball (ABA) adopts this Criminal Offender Record Information (CORI) Policy in compliance with the requirements of the Massachusetts Criminal History Systems Board (CHSB). Every volunteer board member, manager, coach, and scorekeeper interacting with the players in the ABA leagues will be required to submit to an annual Criminal Offender Record Information (CORI) check. The league has the right to refuse a volunteer or limit their participation based on the results of the CORI check. ABA is an agency certified by the CHSB for access to CORI and BBRBS will generally adhere to the following practices and procedures in connection therewith:

- I. CORI checks will only be conducted as authorized by the CHSB. All applicants will be notified that a CORI check will be conducted. If requested, the applicant will be provided with a copy of this CORI Policy.
- II. An informed review of a criminal record requires adequate training. Accordingly, all personnel authorized to review CORI in the decision-making process will be thoroughly familiar with the educational materials made available by the CHSB.
- III. Unless otherwise provided by law, a criminal record will not automatically disqualify an applicant. Rather, determinations of suitability based on CORI checks will be made consistent with this Policy and any applicable law or regulations or both.
- IV. If ABA receives a criminal record from the CHSB, the authorized individual will closely compare the record provided by the CHSB with the information on the CORI request form and any other identifying information provided by the applicant, to ensure the criminal record relates to the applicant.
- V. If ABA is inclined to make an adverse decision based on the results of the CORI check, the applicant will be notified immediately. The applicant shall be provided with a copy of the criminal record and BBRBS's CORI Policy, advised of the part(s) of the record that make the applicant unsuitable for licensure, and given an opportunity to dispute the accuracy and relevance of the CORI record.
- VI. Applicants challenging the accuracy of the CORI record shall be provided a copy of the CHSB's *Information Concerning the Process in Correcting a Criminal Record*. If the CORI record provided does not exactly match the identification information provided by the applicant, ABA will make a determination based on a comparison. ABA may contact the CHSB and request a detailed search consistent with CHSB policy.
- VII. If ABA reasonably believes the CORI record belongs to the applicant and is accurate, based on the information as provided in Section IV of this Policy, then ABA will make a determination of suitability for involvement in the league. ABA will notify any volunteer of a potential adverse decision which may include, but not be limited to, the following:

- For any crime or criminal activity involving a child where the volunteer was found guilty or the case is still pending – there will be no time limit and the individual will not be permitted to be a volunteer in the league.
- For any pending or issued motor vehicle violation(s) within the last five years the participant will be allowed to volunteer, but will be permitted to transport only their own children to and from games and practices.
- For any other pending or guilty criminal activity that the CORI review board determines could be detrimental to the league. The details of which will be brought before the board for discussion and action without disclosing the name of the individual in question.
- Time that has elapsed since the criminal conviction;
- Age of the applicant at the time of the criminal offense;
- Seriousness and specific circumstances of the criminal offense;
- The number of criminal offenses;
- Whether the applicant has pending criminal charges;
- Any relevant evidence of rehabilitation or lack thereof;
- Any other relevant information, including information submitted by the ABA will notify the applicant of its decision and the basis of the decision in a timely manner.

VIII. CORI information will be collected and reviewed by the CORI review board each spring and destroyed before the kickoff meeting the following December. It cannot be stored electronically and must be in a locked container. All CORI results must be printed out for that season.

Arlington Babe Ruth Baseball
 Arlington, MA
www.arlingtonbb.org