

Criminal Background Policy

In order to preserve the safety and well-being of all youth participating in activities (not just limited to sports) with the Garden City Youth Athletic Association (hereafter GCYAA), the "GC SAFE" policy has been adopted and approved by the Board requiring background screening for all volunteers, including but not limited to, the following: Board Members, Coach, Assistant Coach, Concession Employee, Umpire and any other Volunteer within the association. Such policy is not only compliant with risk-management (insurance requirements) but also complies with FEDERAL PUBLIC LAW 115-116-FEB. 14, 2018 – the "Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017".

All volunteers will be required to supply necessary personal information, either by electronic submission or sign a written authorization form (Consent/Release) allowing GCYAA to order an individual criminal background check conducted through JDP.com. All electronic submission or authorization forms must be turned by designated due dates. Failure to submit by the deadline may disqualify the volunteer.

JDP will not share any information obtained through a criminal background check with the officers of the GCYAA (Executive Board) without consent or approval. JDP will give the GCYAA the following information regarding an individual's criminal background screening;

- **GREEN** – Authorized to volunteer within the GCYAA per the GC Safe Policy
- **YELLOW** - Information obtained through the criminal background check requires further discussion with members of the GCYAA Criminal Background Committee. If a yellow flag is declared a member of the committee will advise the potential volunteer of such. The potential volunteer will have the right to discuss such finding in a private meeting with two GCYAA Criminal Background Committee officers.
- **RED** – Not authorized to volunteer within the GCYAA

Any information shared with members of the GCYAA Criminal Background Committee or its officers will be held to the highest of confidential standards.

Convictions:

The following convictions, not exclusively limited to, will absolutely prohibit a person from serving as a volunteer within the GCYAA:

1. **All** sexual offenses, regardless of the amount of time since the offense. Examples
 - A. Child molestation
 - B. Rape
 - C. Sexual assault/Sexual Battery
 - D. Indecent exposure
 - E. Sodomy
 - F. Prostitution/Solicitation
2. Felony convictions that constitute offenses such as capital premeditated murder, aggravated assault with intent to murder and kidnapping regardless of the amount of time since the offense.
3. Any crimes involving children, regardless of the amount of time since offense.
4. Felony convictions of embezzlement or fraud resulting in incarceration for more than a year.
5. Felony or misdemeanor convictions of domestic violence within the past 7 years.
6. All felony offenses, other than listed above, committed within the last 7 years.
7. Two or more misdemeanor convictions for drugs and/or alcohol in the past 3 years.
8. Any other misdemeanor conviction within the past 5 years that would be considered a potential danger to children or is directly related to the functions of the applicant. Examples of this are:
 - A. Been subject to any court order involving sexual abuse or physical abuse of a minor, including but not limited to domestic order of protection (PPO).
 - B. Been adjudicated liable for civil penalties or damages involving sexual or physical abuse of children.
 - C. Had his/her parental rights terminated.

Pending Cases

Anyone who has been charged for any of the disqualifying offenses or for cases pending in court will not be permitted to volunteer until the official adjudication of the case.

Cases Since Last Background Screening

A previously approved individual is required to immediately disclose any criminal charges brought against him/her after completing the background screening to the GCYAA Background Committee (President, Vice-President, Secretary, Treasurer or Commissioner).

Appeal

For convictions listed in numbers 4-8 an appeal may be granted to a person that has coached/volunteered in GCYAA prior to this year, however, does not meet the newly created GC Safe background guidelines due to having a felony or misdemeanor conviction on his/her record. If the disqualifying conviction occurred more than 10 years ago and the conviction was not a sexual offense the volunteer may request an appeal. The GCYAA Background Committee will consider accepting applicants on a case-by-case basis. Careful consideration and review will be given to the nature of the offense, the rehabilitation of the individual, and the offense as it relates to the position/s being applied for and the potential risk to children. Once a decision is made, it is final.

Costs/Payment

Payments for the cost of the background check are as follows:

- GCYAA Executive Board/Board Members – General Fund pays
- Coaches/Assistant Coaches – Designated sport pays
- Concession Employees/Volunteers – Concession budget pays
- Umpires - \$7 deduction through one paycheck

****If you are a crossover volunteer and umpire, the GCYAA will pay for the criminal background check.

Previous Criminal Background Check

If you had a criminal background check completed within the past year through a recognizable association conducted via a reputable company the GCYAA will accept it. The GCYAA reserves the right to reject such report. ONLY ONE criminal background check is required annually unless otherwise noted through the entirety of the GC Safe policy.

Further Information

Reference JDP background policy at <https://www.jdp.com/industries/youth-sports-background-checks/>

G.C.Y.A.A



GARDEN CITY YOUTH ATHLETIC ASSOCIATION

“GC SAFE”

P.O. Box 888

Garden City, MI 48136

VOLUNTEER BACKGROUND CONSENT/RELEASE FORM

SPORT:	AGE GROUP/DIVISION:
COMMISSIONER/DIRECTOR:	TEAM NAME:

Applicant's Full Legal Name (PLEASE PRINT): (check one): Male Female

LAST	FIRST	FULL MIDDLE	MAIDEN
ADDRESS:		E-MAIL ADDRESS:	

CITY: STATE: ZIP CODE: PHONE NUMBER:

DATE OF BIRTH (MM/DD/YYYY): SOCIAL SECURITY NUMBER:

I, the undersigned, hereby authorize and give consent for the above-named organization to obtain information regarding myself. This includes the following:

- Criminal background records/information
- Sex Offender Registry checks
- Addresses
- Social Security verification

I authorize this information to be obtained, either in writing or via telephone, in connection with my application. Any person, firm or organization providing information or records in accordance with this authorization is released from any claims of liability for compliance. Such information will be held in confidence in accordance with the organization's guidelines.

PRINT NAME: DATE:

SIGNATURE:

REVISED 01/2023

OFFICE USE ONLY:	CONCUSSION AWARENESS _____	CODE OF CONDUCT _____	CHILD ABUSE MANDATED REPORTER _____
DATE RECEIVED:	STAFF SIGNATURE _____		