



Licking Heights Youth Sports League

## **Background Check & Training Requirements**

Our policy is to preserve the safety and well being of the youth participating in the LHYSL programs, the LHYSL hereby adopts the following policy requiring background checks and training for all volunteers 18 years of age and older before being granted one-on-one access to our athletes.

Background checks and training pertains to all LHYSL Board Members, All Directors, Head Coaches and Assistant Coaches for all of our leagues and programs offered.

All potential volunteers will be required to take a Background check and specified training stated below. All candidates will be approved by the LHYSL Executive Board and disqualify anyone who has a negative background check and/or refuses to consent to our background check procedures.

Any candidate that fails the background check process cannot reapply for one year.

Any individual who is required have a background check will be screened on a bi-annual basis, regardless of their position or number of years of service. All background checks expire (2) two years from the date of submission. These checks are good for all programs for individuals who coach in multiple programs.

### **Background Check Procedure**

The LHYSL has partnered with SportsEngine and the National Center for Safety Initiatives (NCSI) to assign and track coach and volunteer standard background checks providing twice the number of records searched. This procedure is in line with USA Football member requirements.

Every individual required to submit to a standard background screening required to provide information including, but not limited to, legal name, social security number, date of birth and address online when requested to do so prior to being permitted to accept the position being applied for. Failure to provide the requested information by the deadline will automatically disqualify the individual until all certifications are received and approved.

Falsification of any information is grounds for disqualification/revocation/dismissal.

Each standard background check will perform the following and include

- Identity Verification
- Local arrest record search
- National criminal record search
- Sex offender registry
- FBI and International wanted list.

Each applicant will create a profile when they apply so they can access the reports and certificates needed by the LHYSL.

The President of the LHYSL will be administrator of Background checks. He/She will be responsible for reviewing all information received from SportsEngine. All information remains confidential and will not be disclosed to anyone other than the President and the Executive Board of the LHYSL.

Disqualified applicants will be contacted by email with a formal statement of disqualification and reason based from the background report. Each individual can be disqualified from criminal history events for the following reasons, but not limited to, Sex Offenses, Felonies, Misdemeanors, Drug/Alcohol Offenses that appear on the check. Each Applicant and all cases have time tables and limits for differing events and will be approved or disqualified on a case by case process by the LHYSL Executive Board.

Appeals are accepted from this individuals who feel a mistake has been reported on their criminal background check. It will be the applicant's responsibility to protest directly to SportsEngine about and disputes. The LHYSL has no say or input in the matter.

### **Abuse Prevention Training**

Every individual required to submit to a background check will be required to complete the Abuse Prevention Training video. This is also offered by SportsEngine, this will require you watch the video and a short exam at the end.

When both the Background check is approved and the Abuse Prevention Training is complete, it is the responsibility of the applicant to send both certifications of proof to the LHYSL.

### **Background Checks and Training Required – By Position**

- LHYSL Executive Board Members: Background Check / Abuse Prevention
- Football Head Coach: Background Check / Abuse Prevention / Concussion Course / Cardiac Arrest Course  
*\*Each football team has (1) one Head Coach*
- Football Asst Coach: Background Check / Abuse Prevention / Concussion Course / Cardiac Arrest Course  
*\*Each football team will have (3) three Assistant Head coaches*  
*\*Each team can also have (2) parent volunteer coaches who do not need any checks or training.*
- Cheer Head Coach: Background Check / Abuse Prevention / Concussion Course / Cardiac Arrest Course  
*\*Each cheer squad has (1) one Head Coach*
- Cheer Asst Coach: Background Check / Abuse Prevention / Concussion Course / Cardiac Arrest Course  
*\*Each cheer squad will have (1) one Assistant Head coach*  
*\*Each squad can also have (2) parent volunteer coaches who do not need any checks or training.*
- Flag FB Head Coach: Background Check / Abuse Prevention / Concussion Course / Cardiac Arrest Course  
*\*Each flag football team has (1) one Head Coach*  
*\*Each team can also have (3) parent volunteer coaches who do not need any checks or training.*
- Wrestling Head Coach: Background Check / Abuse Prevention / Concussion Course / Cardiac Arrest Course
- Wrestling Asst Coach: Background Check / Abuse Prevention / Concussion Course / Cardiac Arrest Course  
*\*Wrestling team will have up to (4) four Assistant Head coaches*  
*\*The team can also have (2) parent volunteer coaches who do not need any checks or training.*

The LHYSL Executive Board is responsible for ensuring adherence of this policy and ensuring that any individuals disqualified are not granted any unsupervised access to youth participating in LHYSL programs.