



Dixie Youth Soccer Association Background Check Policy

Purpose

It is the intent of this policy to establish certain guidelines wherein the Dixie Youth Soccer Association (hereinafter referred to as DYSA) and its affiliated recreation and select soccer teams will seek to protect the children of the league by investigating the background of volunteers and/or paid or non-paid staff who will be coaching, assistant coaching, or working with DYSA teams/players.

General Guidelines

1. All DYSA teams shall ensure that all participants 18 years of age or younger shall have at least (1) approved coach or assistant coach (hereinafter collectively referred to as "Coach") present at each athletic activity, including practices, games and meetings.
2. Any person who has been arrested, and or has pending charges pertaining to any of the disqualifying offenses listed in this policy will be immediately suspended from coaching (either head or assistant) of any DYSA teams pending the outcome of the respective case. A coach who willfully fails to comply with this background screening shall be automatically disqualified.
3. Any person who has been convicted of any of the disqualifying offenses listed in this policy will be immediately disqualified from coaching (either head or assistant) of any DYSA teams. A coach who willfully fails to comply with this background screening shall be automatically disqualified.
4. All teams must have one head coach and no limitation on the number of assistant coaches, and or staff, processed for approval. Each coach will have his or her background check with DYSA, with subsequent arrest notification being sent to DYSA from California Department of Justice for as long as he or she continues coaching with DYSA. At the start of each season, those Coaches continuing to coach will not have to undergo the fingerprint process and those no longer coaching will have their subsequent arrest notifications terminated with California Department of Justice.
5. The DYSA background check shall consist of the following two processes: a) a Coach shall complete an electronic background check (form) as conducted and processed by US Club Soccer. b) a coach shall complete a finger printing process as conducted by a hired agent of DYSA. The Department of Justice shall notify DYSA of all "Subsequent Arrest Notices".
6. Any coach who does not complete either of the required DYSA Background Check process shall be immediately disqualified from coaching until the two processes are complete.

Screening Process, (US Club Soccer, Electronic Form)

All coaches shall complete the electronic background check form as directed by DYSA and processed by US Club Soccer. All participating coaches shall receive a confirmation number which must be directed to their DYSA Grade Level Manager and Registrar. No background check information is provided from US Club, to DYSA, only a coach's eligibility to coach. In the event a

coach is ineligible to “coach”, DYSA will request formal documentation from US Club Soccer on the ruling.

Screening Process, (Livescan Fingerprinting)

All Coaches shall sign Consent/Release Forms and submit LiveScan fingerprints prior to coaching any DYSA teams. After the background check, the results of the background check will be reviewed by the League Registrar, who may consult with the League President. All information pertaining to the background check will remain with those two above named League Representatives, subject to the applicable laws requiring disclosure. Need for any further disclosure of disqualification to DYSA Board of Directors will not include results of any background check; only that a coach is disqualified.

If any disqualifying criterion are reported in the criminal background check, the DYSA President will notify the Coach that he or she is disqualified. The President will then notify the necessary Board of Directors if needed. Coach requests for the results of a background check shall be made to the California Department of Justice. That information and how to proceed with that request can be found on the States website. DYSA shall not provide the results of a background check to any applicant regardless of the nature of the results.

Confidentiality

To help ensure confidentiality, only the League President and Registrar will be responsible for the review of criminal history. The criminal background reports shall be kept in a secure location for a period as required by applicable law or, the person is no longer a volunteer and/or paid or non-paid staff who will be coaching, assistant coaching, or working with DYSA teams, whichever is longer.

Accountability

It is important for the integrity of the Dixie Youth Soccer Association that only those persons who are screened and approved through the aforementioned background check policy be allowed to coach.

Appeals Process

The Appeals Board shall consist of the elected, voting board members of the Dixie Youth Soccer Association, and the Director of Coaching. The verdict of the Appeal shall be made in writing by the President of DYSA, within (7) days of the hearing.

In all cases, the decision of a Coaches eligibility shall be based on the factual documentation provided by the Coach to the DYSA Board of Directors. It is the sole responsibility of the Coach to provide documentation from the Department of Justice, or appropriate legal authority. The Board of Directors itself, shall not make any decision based on their interpretation of the charges, law, etc. Therefore, this policy as written and the facts provided to the Dixie Youth Soccer Association Board of Directors, and Director of Coaching, shall determine a coaches eligibility.

If a coach’s background check includes an arrest, and or pending charges of a charge that is set forth on the list of disqualifiers below, the League shall immediately suspend a person from coaching. There shall be no appeal of a decision to suspend a coach if the coach’s relevant criminal history is accurate. Additionally, there shall be no Appeal until the legal authority has determined an outcome in the case including the documentation as received by the Coach from the Department of Justice or legal authority, and the Coach has provided that documentation to the DYSA Board of Directors.

If a coach's background check includes a conviction of a charge that is set forth on the list of the disqualifiers below, the League shall immediately disqualify a person from coaching. There shall be no appeal of a decision to disqualify a coach if the coach's relevant criminal history is accurate.

If a Coach wishes to dispute the content of the profile report, the Coach shall contact the California Department of Justice, or appropriate legal authority. The Coach is responsible for providing any or all documentation to support his or her claim. If the circumstances change regarding the disqualified coach, they must request in writing for a new criminal history background check to be conducted.

To ensure confidentiality, the Appeal (Hearing) shall be held during a Closed Session with the elected DYSA Board of Directors, and Director of Coaching as well as the Coach requesting the Hearing. In the event that there are witnesses to, or persons that wish to testify as to the quality of the person, or seeming eligibility of a coach, they shall testify at a separate hearing, also in during a Closed Session with the elected DYSA Board of Directors, and Director of Coaching. All minutes and documentation shall be held in confidence for (180) days, by the President of DYSA. After (180) days, the President of DYSA shall destroy all notes and documentation. No additional files shall be retained under any circumstance.

Disqualifying Offenses -

Any person will be disqualified from coaching, assistant coaching, or working with any DYSA team if the coach has been (1) found guilty or entered a guilty or no contendere plea regardless of the adjudication for any of the disqualifying offense (2) has a charge pending against him or her in which it is alleged that he or she has committed any of the following crimes or (3) has a record of a conviction of an equivalent offense in another state.

Convictions for the following crimes will prompt a determination that an applicant does not meet the criteria to serve as a volunteer and/or paid or non-paid staff who will be coaching, assistant coaching, or working with DYSA teams.

- Any felony
- Any crime punishable by confinement of greater than one year
- Any lesser crime involving force or threat of force against a person.
- Any lesser crime in which sexual relations is an element, including victimless crimes of sexual nature (including pornography)
- Any lesser crime involving controlled substances (not paraphernalia or alcohol)
- Any lesser crime involving cruelty to animals
- Driving while intoxicated two or more times in the last 5 years

DYSA reserves the right to disqualify a volunteer and/or paid or non-paid staff who will be coaching, assistant coaching, or working with DYSA teams for offenses other than those listed above if deemed to contradict the safety and well-being of youth participating in DYSA League activities.