
BACKGROUND CHECK

Category: Background Check
Policy Number: 300.1

Date Approved: 12/17/2019
Date Last Revised:

PURPOSE

Establish the requirements necessary to participate with Inter Tribal Sports, Inc.

POLICY

Inter Tribal Sports, Inc. (ITS) is committed to the protection of all persons who are associated with the organization. Therefore, ITS shall require criminal background checks from anyone who has direct contact with children in our programs such as, but not limited to, employees, board members, officials, coaches, volunteers, and participants eighteen years old. ITS will carry out this requirement in a fair, consistent and non-discriminatory manner, complying with applicable federal and state laws, including the Fair Credit Reporting Act, the California Investigative Consumer Reporting Agencies Act and the California Consumer Credit Reporting Agencies Act.

Background checks shall be conducted prior to employment or volunteer service and renewed every 2 years (24 months). A person may be subject to further checks during the two-year term with the organization. Other data may also be obtained, based on individual duties or responsibilities.

In the event that an individual has not been cleared by ITS office, they will not be allowed to participate in the ITS program.

Process:

ITS requires a minimum of each individual background check to include: (a) verification of the individual's identity and legal aliases, (b) a national search of sex offender registries and (c) a national search of criminal records. ITS utilizes the JDP Background Screening to obtain data for individual background checks.

If an individual has completed a background check with their tribe/organization, they will need to complete the Confirmation of Compliance with Background Check Form. The original completed form must be signed by a representative of the tribe or organization other than the applicant and submitted to the ITS office by mail or in-person.

If an individual has not completed a background check with their tribe/organization, the individual must complete the process on the ITS website. Once the background check is complete, the results will be sent to ITS.

The background check or Confirmation of Compliance with Background Check Form must be received two weeks prior to the anticipated start date.

Cost

The cost of the background check process is \$14.95 and is the responsibility of the individual that wishes to participate with the ITS organization.

Criteria for Exclusion

Background check findings shall be reviewed in a fair, impartial and confidential manner. Because ITS' priority is the safety of the participants, staff, and volunteers, certain actions and convictions for certain

crimes serve to automatically disqualify applicants for employment or volunteer service at ITS in any position that involves working with children.

For purposes of this policy; Guilty shall mean that a person was found guilty following a trial, entered a guilty plea, entered a no contest plea accompanied by a court finding of guilt (regardless of adjudication), or received court directed programs in lieu of conviction. A person will be ineligible for employment or volunteer service with ITS if the person has been found guilty of any of the following crimes:

Sex Offenses:

- Any Sex Offense – Regardless of the amount of time since offense. Examples include: child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.

Felonies

- All Felony Violence – Regardless of the amount of time since offense. Examples include: murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated Burglary, etc.
- All Felony offenses other than violence or sex within the past 10 years. Examples include: drug offenses, theft, embezzlement, fraud, child endangerment, etc.

Misdemeanors

- All misdemeanor violence offenses within the past 7 years. Examples include: simple assault, battery, domestic violence, hit & run, etc.
- Two or more misdemeanor drug & alcohol offenses within the past 7 years. Examples include: driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.

Any other misdemeanor within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer.

Pending Cases:

It is required that anyone who has been charged for any of the disqualifying offenses or for cases pending in court should not be permitted to participate with ITS until the official adjudication of the case.

Disclaimer:

ITS reserves the right to suspend anyone working or volunteering with ITS that has direct contact with children whenever an acquisition of conduct unbecoming, regardless of evidence supporting the accusation until an internal investigation is completed.

RELATED INFORMATION

Inter Tribal Sports Documents:

Confirmation of Compliance with Background Check Form

Inter Tribal Sports Related Policies:

ITS Handbook – Section 10.2 Background Check, 100.3 Age Verification & Records Management Policy; 200.1 Coach Responsibilities Policy; 200.2 Coach Certification Policy; 200.3 Coach Conduct & Ethics Policy, 700.2 Overnight Chaperone Policy

Related Links:

www.intertribalsports.org → Team Central → Coach Corner → ITS Rules and Polices

Please note this form must be delivered to Inter Tribal Sports by mail or in person. This form must be received by Inter Tribal Sports no later than two weeks prior to the anticipated start date. All association affidavits should be kept on file with each tribe/organization



**Inter Tribal Sports
Confirmation of Compliance with Background Check**

I, _____, a(an) _____ (Employee/Board Member/Coach/Official/Player/ Other) of _____ (Tribe/Organization), hereby swear and attest that I have complied with all aspects of Program Policy 300.1 Background Check by conducting all of the required background checks per the requirements. My background check was completed by _____ (Tribe/Organization/Other) on _____ using _____.

Furthermore, in accordance with the Policies and Procedures of Inter Tribal Sports, Inc. I hereby swear and attest that I have passed the background check.

I understand that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of my association tribe/organization and/or status, and/or my dismissal from the organization, as well as subject me to any applicable civil and/or criminal penalties.

I also give permission to Inter Tribal Sports, Inc. to conduct background check(s) on me as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain name only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the organization receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the tribes, Inter Tribal Sports, Inc., the board officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Inter Tribal Sports, Inc., or the above tribe/organization is not obligated to appoint me as a board member, coach, official, player or volunteer. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the Executive Board and removal by the Board of Directors for violation of Inter Tribal Sports policies or principles.

Email: _____ Phone: _____

Signature: _____ Date: _____

Tribe/Organization Use Only:

I hereby swear and attest that the above individual has complied with all aspects of Program Policy 300.1 Background Check by conducting all of the required background checks per the requirements. I also swear that the above individual has passed their background check in accordance with the policy and procedure of Inter Tribal Sports, Inc.

Title: _____ Name: _____ Signature: _____

Email: _____ Date: _____

Title: _____ Name: _____ Signature: _____

Email: _____ Date: _____

Inter Tribal Sports, Inc. Use Only:

Title: _____ Name: _____ Signature: _____