



SAFE Sports Procedures & Background Check Policy

Chandler National Little League (CNLL), a charter member of Little League Incorporated, has a core value of player safety and is committed to doing our part to foster a safe environment for every child (player or spectator) and their families within the League.

Note: Due to inherent limitations and information from a background check, a completed check does not guarantee there has been no misconduct.

These policies and procedures apply to all CNLL members over 18 years of age.

Member is defined as anyone participating within the Chandler National Little League League: any parents or guardians of active players, active team or division sponsors, or active volunteer adults, that MAY have any contact with children, their families, or officials. It is the responsibility of the member to complete the requested background check application, within each seasonal registration period, EVERY season. If a member does not complete a background check, participation can be denied. Furthermore, if it is discovered that a member has NOT completed a background check within the time frame outlined in this policy, it shall also be considered a violation of the Code of Conduct, and will be subject to the penalty procedures as outlined in the Code.

I. AUTHORIZED BACKGROUND CHECK ORGANIZATION aka. Third Party Vendor

CNLL utilizes both a licensed Third Party Vendor (TPV), and an internal review process for all background checks.

Our TPV is a full-service screening organization that works in accordance with the Recommended Guidelines established by the National Council of Youth Sports ("NCYS"). The TPV shall conduct all background screenings for CNLL members, and may communicate with individuals regarding their background check results prior to reporting to CNLL all results. The TPV will also be responsible for complying with the Fair Credit Reporting Act ("FCRA"), storage of background check records, and maintaining the confidentiality of information obtained in the background check process.

The TPV does not participate in or make decisions regarding an individual's eligibility for participation in CNLL. Any and all decisions relating to participation in the League shall be determined at the discretion of the Board.

II. INDIVIDUAL SELF-REGISTRATION PROCEDURE

All members 18 yrs old and above, either as part of a membership renewal or new application for membership, must complete the registration for individuals' background checks PRIOR to any participation in the League. If a registration for background checks is not completed within the seasonal registration period, the individual can be denied participation in the League.

TPV will provide CNLL with a link to a secure website, so that CNLL can effectively direct individual applicants to complete the registration for the background checks online. As part of their online registration at TPV's secure website, each individual must complete a background check Consent & Authorization form.

From the time an individual self-registers for their background check, through the conclusion of their association with CNLL, they have the affirmative duty to disclose their criminal history to CNLL and



the TPV. Failing to disclose or intentionally misrepresenting an arrest, plea, or conviction is grounds for disciplinary action, regardless of when the offense is discovered or occurred.

An individual applicant also has an affirmative duty to disclose a pending outcome, confirmed violation, or suspension stemming from any SafeSport-related matter with the U.S. Center for SafeSport (USCSS). In such an event, the individual must also provide CNLL a copy of the self report, in writing (via email or written letter) within 24 hours of submission to USCSS.

U.S. Center for SafeSport (USCSS)

1 (833) 5US-SAFE (587-7233)

<https://uscenterforsafesport.org/report-a-concern/>

III. BACKGROUND CHECK SEARCH COMPONENTS

A. Full Background Checks

Full background checks will be required for all initial (new) individual applications to CNLL, and any membership renewal after 3 years absence or inactivity from the League. All full background check screens will include at least the following search components:

- Social Security Number validation;
- Name and address history records;
- Two independent Multi-Jurisdictional Criminal Database searches covering 50 states plus DC, Guam, and Puerto Rico;
- Federal District Courts search for the district(s) where the individual currently lives or has lived during the past seven years, going back the length of time records are available and reportable based on the name and address the Individual provides and the developed address history records;
- County Criminal Records for the county (or counties) where the individual currently lives or has lived during the past seven years, going back the length of time records are available and reportable for each county searched based on the name and address the Individual provides and the developed address history records;
- Two Sex Offender Registry database searches of all available states, plus DC, Guam, and Puerto Rico;
- Multiple National Watch Lists;

B. Supplemental Background Checks

A supplemental background check will be run on any existing member seeking seasonal renewal for consecutive seasons, and after a full background check has been completed and recorded. All supplemental background check screens will be conducted using at least the following search components:

- Multi-Jurisdictional criminal database covering 50 states plus DC, Guam, and Puerto Rico; and
- Sex Offender Registry database searches of all available states, plus DC, Guam, and Puerto Rico.



IV. BACKGROUND CHECK SCREENING

A. Screening Results

CNLL will utilize a “Red Light/Green Light” determination for each background check.

A “Green Light” indicates that no reportable criteria-related convictions or pending dispositions were found in the screening process and all information needed to complete the background check was received.

A “Red Light” means one or both of the following:

1. Additional information is required to complete the screening process (“RL-A”) and/or
2. Any criteria-related convictions (listed below in IV.B.) or pending convictions were found and verified in the screening process (“RL-R”).

If any question arises concerning a background check, the individual will be contacted directly by CNLL and given the opportunity to correct potential discrepancies in the individual’s records or to provide additional information prior to CNLL issuing a Red Light determination. In either RL-A or RL-R situations, CNLL may also communicate with TPV.

B. Red Light Determinations

A reportable record or disclosure that contains a history of a criminal proceeding (other than an adjudication of not guilty*) or the existence of pending charges, for any of the below criminal offenses will be flagged as a Red Light-Review (“RL-R”).

1. Any felony**; and
2. Any misdemeanor involving:
 - a) All sexual crimes, criminal offenses of a sexual nature to include but not limited to; rape, child molestation, sexual battery, lewd conduct, possession and distribution of child pornography, possession and distribution of obscene material, prostitution, indecent exposure, public indecency, and any sex offender registrant;
 - b) Any drug related offenses;
 - c) Any alcohol related offenses;
 - d) Harm to a minor, including, but not limited to, offenses such as child abandonment, child endangerment/neglect/abuse, contributing to the delinquency of a minor, and DUI with a minor;
 - e) Violence against a person, force, or threat of force (including crimes involving deadly weapons and domestic violence);
 - f) Stalking, harassment, blackmail, violation of a protection order, and/or threats;

*For purposes of these procedures, a “disposition or resolution of a criminal proceeding, other than an adjudication of not guilty” shall include, but is not limited to: an adjudication of guilt or admission to a criminal violation, a plea to the charge or a lesser included offense, a plea of no contest, any plea analogous to an Alford or Kennedy plea, the disposition of the proceeding through a diversionary program, deferred adjudication, deferred prosecution, disposition of supervision, conditional dismissal, juvenile delinquency adjudication, or similar arrangement, or the existence of an ongoing criminal investigation, a warrant for arrest, or any pending charges.

**For purposes of these procedures, the term “felony” shall refer to any criminal offense punishable by imprisonment for more than one year.



- g) Destruction of property, including arson, vandalism, and criminal mischief;
- h) Animal abuse, cruelty, or neglect; and
- i) Misdemeanor trespassing.

Any persons flagged with Red Lights will automatically require additional review by Committee. Participation in CNLL will then be determined on a case by case basis. However, CNLL has standardized responses for the following offenses:

No Participation Allowed:

- **All sexual crimes, criminal offenses of a sexual nature to include but not limited to; rape, child molestation, sexual battery, lewd conduct, possession and distribution of child pornography, possession and distribution of obscene material, prostitution, indecent exposure, public indecency, and any sex offender registrant;**
- **Harm to a minor, including, but not limited to, offenses such as child abandonment, child endangerment/neglect/abuse, contributing to the delinquency of a minor, and DUI with a minor;**
- **Violent crimes within 10 years of incident date.**

Additionally, if an applicant is found to have been or is pending conviction of, received an imposition of a deferred sentence for, pleaded guilty or no contest to any criminal offense including harm to a minor, or of a sexual nature, and/or is a sex offender registrant, the record must be reported to the U.S. Center for SafeSport (USCSS) immediately. See policy above, II.C.

V. BACKGROUND CHECK REPORT PROCEDURES

CNLL will determine Green Light and Red Light status for all applications. On request, TPV will provide additional information to support CNLL's review and decision process, including any appeal actions taken by the applicant.

All individual applicants may request a copy of the Green Light or Red Light determinations.

In the event of a Red Light, TPV may contact CNLL to request authorization to send an adverse action letter on behalf of CNLL, and if authorized, will send an adverse action letter to the individual applicant.

After receiving notification of a Red Light status, only the CNLL Review Panel may determine if and to what degree the individual will be affiliated with CNLL during the review or appeal process.

VI. APPEAL TO CRIMINAL BACKGROUND CHECK DETERMINATIONS

Any individual has the right to dispute what they consider to be erroneous findings of the criminal background check directly with the TPV. The TPV will collect these appeals and process them for CNLL. A copy of any appeal made will be included in the TPV's determination report provided to CNLL.

CNLL is required, by this Background Check Policy, to accept the findings (determinations) of the TPV as an accurate reporting of the records. However, the League's Background Check Review Committee shall exercise their discretion, and may take all relevant information into consideration to determine the eligibility status of individual applicants with any Red Light findings.



VII. CNLL BACKGROUND CHECK REVIEW PANEL AND REVIEW PROCESS

CNLL Background Check Review Committee (CNLLRC) shall be populated by three Green Lighted individuals, including the League President, Safety Officer & Player Agent, or if either the Safety Officer or Player Agent are ineligible, President and 2 additional Executive members from the Board. Each member of the CNLLRC will sign a confidentiality agreement prior to serving.

A. Review Process

1. Within 3 business days of receipt of a Red Light determination, the League Secretary shall email one copy of the report to the CNLLRC and one copy to the applicant.
2. The applicant has 10 calendar days to provide a written response to the report.

The responses must be submitted either via email or by mail to:

Chandler National Little League
ATTN: REVIEW PANEL
safetyofficer@chandlernational.com
P.O. Box 12161, Chandler, AZ 85248

3. Within 3 business days of receipt of the response, the Secretary shall forward the response to the CNLLRC. If the Respondent does not provide a timely response, the Secretary shall notify the CNLLRC, so that the panel may process the application (without a response) in a timely manner.
4. Within 14 days of receiving the response (or notice from CNLL Office that a timely response was not submitted) the CNLLRC shall review the application, provide a summary of the matter, and present a determination of action to the Board.
5. Within 3 days of the CNLLRC's decision, the Board shall inform the respondent in writing, of the panel and Board's decision on participation in the League.
6. Any Division Coordinator and Head Coach linked to the applicant will also be informed of the level of participation, if any, approved for that individual.

B. Considerations For Participation

The CNLLRC has the discretion to deny affiliation with the League to any individual if it finds, in good faith, that permitting an individual with a Red Light status, to participate in the League is inconsistent with the stated purpose of CNLL's Background Check Policy and The Safe Sports Federal Law. In rendering its finding, the CNLLRC shall consider the following:

- The legitimate interest of CNLL in offering a safe environment for players and families of CNLL
- The seriousness of the criminal offense or act;
- The time which has elapsed since the occurrence of the criminal offense or act;
- The age of the person at the time of occurrence of the criminal offense or act;
- The bearing, if any, the criminal offense or act has on the individual's ability to perform the necessary functions of their role;
- Any information produced by the individual, or produced on behalf of the individual with respect to the individual's rehabilitation and good conduct;
- Any voluntary restrictions on access proposed by the individual; and
- Any other information, which in the determination of the Review Panel, would bear on whether or not the individual should represent CNLL.



VIII. CNLL REVIEW PANEL DETERMINATION APPEAL PROCESS

The applicant may appeal the CNLLRC's or the Board's decision. Appeals will be considered by the entirety of the CNLL Board. However, until the appeal has been processed the CNLLRC's determination, shall stand and the applicant will not be allowed to interact with, or otherwise contact, any child members of the league.

1. An appeal must be presented to CNLL (address above) within 10 days of the League's notice to the parties of the CNLLRC's determination.
2. Appeals must be in letter format, no more than 1 page, and must present evidence that the CNLLRC operated under a mistake of facts, or operated under a mistake in interpretation or application of the Background Check Policy.
3. The Board, at the next scheduled Board Meeting, shall review the original claim, the original response, the CNLLRC's recommended action, and the appeal, and shall then vote to either uphold, set aside, or amend the CNLLRC's decision.
4. Within 5 days of the Board's decision, CNLL shall inform the individual in writing of the Board's final decision.