

BOROUGH OF GLEN ROCK
DEPARTMENT OF PARKS AND RECREATION



RECREATION ADVISORY BOARD
BACKGROUND CHECKS

All Member Organizations of the Recreation Advisory Board must adhere to the following.

POLICIES AND PROCEDURES

- Each registered team must have no less than three (3) people that have successfully completed an approved background check. The designated three (3) members must comprise of the following: one (1) head coach, one (1) assistant coach, and one (1) designated member. One of the three designated members must be present at all practice and/or games.
- The Borough of Glen Rock will determine and announce the approved agency which will be contracted to provide official background checks for all Glen Rock volunteer coaches. If said agency is used all cost(s) will be equally shared by the Member Organizations and the Borough of Glen Rock.
- If a Member Organization of the Glen Rock Advisory Board decides to contact with alternate agency to perform official background checks, vendor and criteria must previously be approved by the Borough of Glen Rock. If said agency is used all cost(s) will be the responsibility of the Member Organization.
- Volunteer Coach must successfully complete one (1) approved background check. If successfully completed, background check will remain valid indefinitely for any and all Member Organizations of the Glen Rock Recreation Advisory Board.
- Upon successfully completion and approval of background check, a confirming list will be sent to the Borough of Glen Rock's Department of Parks and Recreation. Once said event occurs, the Director of Parks and Recreation will therefore send confirming lists to respective President(s) of the Recreation Advisory Board's Member Organizations.
- Upon failure and non-approval of background check, a confirming list will be sent to the Borough of Glen Rock's Department of Parks and Recreation. Once said event occurs, the Director of Parks and Recreation will contact any and all individual(s) notifying them of report status and immediate revocation of all coaching privileges. The Director of Parks and Recreation will not be informed of reason(s) of failure and non-approval, as all detailed information will remain secure with contracted agency. Said individual will be given the opportunity to dispute report findings. If said individual decides to dispute/review details of report status, one must contact with contracted agency. The appeal process will be ongoing until conclusive findings are discovered and reported. If and when successful completion of background checks is reached, the Borough of Glen Rock's Department of Parks and Recreation will receive a confirming list.

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Convictions, disclosures of convictions, and pending dispositions for any of the following crimes will prompt a determination that you do not meet the background screening criteria and a failure or non-approval status will be issued.

DISQUALIFICATIONS OF INDIVIDUAL

- Any felony (any crime punishable by confinement greater than one year).
 - a. Defined on the basis of exposure for the offense for which the individual was convicted, pled guilty or pled nolo contendere. If pled down, then the crime to which the defendant ultimately pled.
 - b. Defined as all crimes punishable by greater than one year in jail or prior, regardless of how characterized by jurisdiction. If range, alternate sentencing, or indeterminate sentencing, outer range > 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 a sexual nature (including pornography).
- Any lesser crime involving controlled substances (not paraphernalia or alcohol).
- Any lesser crime involving cruelty to animals.
- Any sex offender registrant.