



CRANFORD POLICE ATHLETIC LEAGUE

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Matthew Nazzaro
Executive Director

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www.cranfordpal.org

COACHING BACKGROUND CHECKS

Dear Registrant:

CRANFORD PAL welcomes you to background screening with National Center for Safety Initiatives (NCSI).

Please follow the directions below to start the online registration process.

Go to www.ncsisafe.com, click on "START YOUR BACKGROUND SCREENING NOW".

STEP 1: Enter Self-Registration Number: 35504491

STEP 2: Enter your information as requested

STEP 3: Provide Legal Authorization and Certification

It is important when entering your name, that you use your full legal name as written on your current ID (state driver's license, passport or state ID with name and DOB). Please also verify that your social security number was typed correctly. Using nicknames or failing to type a correct social security number may delay or invalidate your background check.

Once you have submitted your information you will receive a confirmation page with a 16-digit Applicant ID Number. The background check generally takes 10 business days to complete and you may check your status on our website under the "CHECK YOUR BACKGROUND SCREENING STATUS" link at www.ncsisafe.com.

NCSI will contact you directly if there are any questions, problems or issues related to your specific information. **An email address is required** when completing the background check as our contact with you will largely be electronic. Please be sure to add ncsisafe.com to your list of acceptable domains in your email program to receive notifications from us.

If you have any questions or need further assistance, please contact NCSI via:

Email: applicantsservices@ncsisafe.com, or compliance@ncsisafe.com

Phone: (440) 542-9690 or toll free (866) 833-7100

Thank you for your cooperation in this important process.

Regards,

D/Sgt. Matthew R. Nazzaro
Executive Director
Cranford PAL

APPLICATION REQUIREMENTS:

All coaches must submit to a criminal background investigation before coaching. The Cranford PAL contracts with the National Center for Safety Initiatives (NCSI) and makes coaching determinations based on the following criteria which was adopted by the PAL Board of Directors on September 7th, 2016:

1. Applicants will be denied if they have a criminal incident in their history within ten (10) years of applying to coach.
2. Applicants who have a history of an indictable (felony) conviction in their record will be dismissed no matter when the incident occurred in the past.
3. Applicants who have any arrest or conviction for a crime involving/against a child will be denied permission to coach.
4. Applicants who have a criminal history for a lesser offense (disorderly persons offense, or misdemeanor) occurring over ten (10) years in the past will be granted a case by case application review by the PAL Board of Directors.
5. Any misleading, false, or omitted information in the application process is grounds for immediate application denial.