

# MASSAC SOCCER BOOSTERS ASSOCIATION BOARD CRIMINAL BACKGROUND CHECK PROGRAM

November 2018

## Massac Criminal Background Check Program

- A. MSBA will establish and maintain a criminal background check program and process. The program shall apply to legally aged adults (over 18) for the following individuals for a minimum of once every three years. Special exception to the background search criteria may be allowed based on if specially denoted that the individual will not have any direct contact with children outside the presence of multiple parents or if the individual will only have contact with children in a public-style format (example such as a referee, etc.).

Otherwise unless specially denoted, the following individuals will be included into the background check assessment program:

1. MSBA Board Members & Officers.
  2. Designated coaches, assistant coaches, and team managers within the MSBA managed programs.
  3. Trainers, assistant trainers, evaluators, chaperones, or other associated persons identified to and designated by MSBA for their managed programs.
- B. Persons meeting the requirements for a criminal background check shall be submit information necessary to conduct such a review and evaluation. Upon receipt of associated background information, the review and evaluation shall be jointly conducted by the Background Review Committee. This committee shall be the office holders of Documents & Risk Management Coordinator, Vice-President, and President. Unless otherwise designated by the President.
- C. The designated MSBA Background Review Committee shall review and evaluate any active background search documents. An unanimous agreement by these members of an acceptable background shall be required for acceptance of required individuals. The review committee shall consider use of the combination of guidelines set forth by USYouth Soccer and Illinois Youth Soccer Association (IYSA) to assist in determination of an acceptable background search documentation for an individual.
- D. Documentation shall be maintained of the results of any active membership background searches and any MSBA Background Review Committee findings associated with these searches. Documentation and any findings from the review committee group for individuals who are rejected based on the background results shall have this documentation retained within MSBA files for a minimum of five years.
- E. An individual who was determined as not having an acceptable background based on this evaluation will be subject to the notification and removal due process as indicated in Association By-Laws.