

CLAREMONT AMERICAN LITTLE LEAGUE VOLUNTEER APPLICATION PROCESS POLICIES

The Executive Board of the Claremont American Little League recognizes its obligation to provide a safe environment for all players and volunteers who participate in the activities organized, managed, sponsored and sanctioned by the league.

In its efforts to ensure a safe environment for all Little League participants, including players, volunteers and spectators, the Claremont American Little League Executive Board supports the recommendations of the City of Claremont Sports Committee regarding the screening of all volunteers who directly supervise youth sports players. We have identified the following volunteer classifications/titles in our league to include:

- All managers and coaches
- All assistant coaches
- All team parents
- All officers, board members, and executive board members.

The screening process for all volunteers shall consist of a Little League volunteer application and the live scan fingerprinting process under Claremont American Little League's ORI#, through the California Department of Justice.

All volunteers will be required to complete a Little League Volunteer Application form and the live scan application/process. Volunteers are required to submit the Little League Volunteer application and provide a copy of a completed live scan application form, signed by the fingerprinting agency, to either their League Representative (Juniors, Majors, Minors, JV, Farm and T-Ball) or to the League's designated Child and Volunteer Protection Board Member prior to opening day.

Failure to complete this process will cause the League Representative to notify the volunteer that they cannot participate in any practices, games, opening ceremonies, or any other league sponsored events until such time the process is completed.

If the process is not completed by March 15th of each year, the League Representative will notify the CVPBM and the League President who will in turn notify the volunteer they can no longer volunteer their services to the league as a manager, coach, team parent or board member for the remainder of that regular and any post season or All-Star play.

Following the completion of the application and live scan process the CVPBM will be notified of the live scan results from the California Department of Justice. This information is confidential and will only be available to the CVPBM and shared with the league President.

In the event there is a criminal history return on a live scan submission from a volunteer manager, coach, assistant coach, team parent or board member the CVPBM will review that information to determine if the criminal conviction falls within the league's pre-designated offenses that preclude persons from being a youth volunteer for Claremont American Little League.

If the conviction for the violation is not listed in the pre-designated list, the CVPBM will not take any further action. If the violation is on the pre-designated list, the CVPBM will immediately notify the league President who will in turn advise the youth volunteer that her or she cannot volunteer in the league because of a live scan return.

As an appeal process, the youth volunteer may appeal to the CVPBM and the League President and demonstrate that the live scan information is incorrect. The burden of proof that this information is inaccurate is the responsibility of the volunteer applicant, not the league or any of its officers.

There is no appeal process for anything other than incorrect criminal history information. Violations of the pre-designated offense list shall not be handled on a case-by-case basis.

A volunteer is either clear to volunteer because they have no previous criminal history, or they have a criminal history, but the offense(s) for which they have been convicted of are not contained in the league's pre-designated list. All others are precluded from volunteering in the league.

The following pre-designated offense violations are considered as automatic disqualifiers for any youth volunteer from Claremont American Little League.

1. All Felony convictions
2. Misdemeanor convictions that involve theft, embezzlement, fraud, forgery, weapons violations, assault, sex related offenses, possession of controlled substances, child endangerment/abandonment, and convictions for being under the influence of controlled substances.
3. Driving Under the Influence convictions. A conviction for driving under the influence, first time offense, will bar an individual from any of the league's volunteer positions for a period of 2 years from the date of conviction.

A second conviction for driving under the influence will permanently bar an individual from holding any of the leagues volunteer positions.