



FARMINGDALE SOCCER CLUB

BACKGROUND CHECK POLICY

Introduction

Effective September 30, 2008, the Farmingdale Youth Council assumed molestation insurance coverage for Farmingdale youth and sports organizations covered by their liability insurance policy. This includes the Farmingdale Soccer Club. This insurance has been underwritten by the Philadelphia Insurance Co and was obtained through the Sullivan, Shugrue and Lucie agency.

Volunteer Requirements

As a requirement for molestation insurance coverage, criminal history background checks must be performed for staff and volunteers 18 years and older who could have contact with children. The purpose of a background check is to verify a person's identity and to determine if they have a criminal history relevant to their fitness to be in contact with children. Background checks are necessary for present personnel and for new staff members prior to their becoming active in your programs.

An individual consent form for adults and parental consent form for students that are at least 18 years old must be submitted. These will be kept in a locked file.

Background Check Process

The Farmingdale Youth Council has contracted with IntelliCorp Records, Inc. as the provider of background reports. Information about IntelliCorp can be found at <http://www.intellicorp.net>. Each coach, assistant coach, volunteer, trainer, or board member will be required to fill out an authorization form. These forms will be used to order background check reports from IntelliCorp and will only be done by Farmingdale Soccer Club authorized personnel. The request form and the results will be kept in a locked file for insurance company audit purposes. Copies of the background request form and background check results reports are not sent to the insurance company.

At present, individual background checks need only be performed **one time** and there are no requirements for follow-up background checks at a later date. All fees for the background check will be paid by the Farmingdale Youth Council.

Exemptions

NYS certified teachers are exempt from background checks since they are required as a condition of their employment. However written documentation of their certification as NYS teachers must be submitted and kept on file.

Staff and volunteers who have had background checks performed by other organizations such as police officers, court officers, referee, Travel Coaches, SSI coaches, etc. need not have them repeated. However written documentation must be submitted for the files indicating that a background check was performed. This will be kept in a locked file for insurance company audit purposes.

Summary

Failure to comply with the above will prohibit you from performing your volunteer duties as a coach, trainer, referee, board member, etc.