

Tamassee-Salem Recreation Department
5A Park Avenue
Salem, SC 29676

PERMISSION FOR CRIMINAL HISTORY RECORDS CHECK

I, the undersigned, hereby authorize and give consent for the Tamassee-Salem Recreation Department to obtain information regarding myself for employment or volunteer purposes. This information may be obtained either in writing or by way of telephone in connection with my application. Any person, firm or organization providing information in accordance with this authorization is released from any and all claims of liability for compliance. This information may include all or some of the following:

- Employment records/Employers references
- Criminal background check information
- Sex offender registry check
- Driver's license check
- Training/experience/educational background
- Personal references
- Addresses

Applicants Full Name(Print): _____

Maiden Name: _____ SSN: _____

Sex: Male _____ Female _____ Date of Birth: _____

Address: _____

City: _____ State: _____ Zip: _____

How long at current address?: _____

Driver's License Number: _____ State: _____

Signature of Applicant: _____ Date: _____

Tamassee-Salem Recreation Department

Background Check Policy

1. In order to protect the youth of T-S Youth Athletics, a criminal background check is mandatory for all Board Members, Head Coaches and Assistant Coaches. An Assistant Coach is any coach designated by the head coach as an Assistant or any coach who will be alone with players, or responsible for a team during a game or practice.

2. A written authorization form allowing T-S Board to order an individual criminal background check is required by T-S board and it is the responsibility of the candidate for the coaching position or potential Board Member, the “Applicant”, to fill out the T-S Board background check form and return the form.
 - a. Board Member’s forms must be returned prior to the T-S Board annual elections;
 - b. Head Coaches forms must be returned with the head coach application;
 - c. Assistant coach forms must be returned two weeks prior to the start of the first game of the season.

Failure to provide a background check form by the deadline may disqualify the applicant from consideration for a coaching or board position.

3. The Recreation Director with assistance from the Oconee County Sheriff Department will administer all background check procedures. The T-S board will shall be responsible for assuring that all application are returned to the Recreation Department for transmitting the forms to the reporting agency selected by the Board. The Recreation Director shall receive and review the results of the background check reports from the agency. The Recreation Director shall determine if any individual does not meet the T-S board minimum standards for coaches and Board members using the following criteria as a guide:

1. Individual applicants shall be disqualified from positions as a Board Member, Head Coach, and Assistant Coach if they were ever convicted of the following:
 - A. Any crimes against children
 - B. Any felony conviction involving violence
 - C. Any sexual offense

Pending Charges: Should any pending charges described in “A” through “C” be uncovered, or should any of the above charges be brought against an Applicant during the coach’s season or during the Board Member’s term, the Applicant shall be suspended from serving as a coach or Board Member until such time as the charges have been cleared or dropped and he is reinstated by a majority vote of the Board of Directors.

4. Applicants shall be disqualified if they have been convicted of the following within the past seven (7) years:

- A. Any Felony conviction
- B. Any crimes of moral turpitude: theft, violence offenses, drugs
- C. More than one criminal offense that is alcohol related

4. The Recreation Director shall notify the affected Applicant that a disqualifying entry was reported on the criminal background check and determine if the Applicant chooses to withdraw their name from consideration or request a review by the executive committee. The executive committee will review the disqualification to determine if any exception should be granted. A full written disclosure of the criminal background history may be made to the executive committee as part of the review process and the Applicant is encouraged to attend the special meeting and provide any additional information as he/she chooses. The decision by the Executive Committee shall be final and will be based on a majority vote of the committee. The T-S Board Members is authorized to take this action pursuant to the Bylaws of T-S Recreation Board Athletics and has the obligation to only approve coaches, assistant coaches and volunteers of the highest moral character.

5. All Information obtained in response to the criminal background check or disclosed in the review process shall be kept confidential and not be disclosed or discussed outside of the review process. In the event the Applicant feels a mistake has been reported in their criminal background check, it is the Applicant's responsibility to contact the reporting agency and resolve any issues. T-S Recreation Athletics and its members are not responsible for errors or omissions that may be reported on background checks. The Recreation director shall maintain all authorizations and records or reports in a confidential manner.