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BOYS & GIRLS CLUBS
OF MID CENTRAL COAST

POL011-1 Background Checks and Policy - Barrier Crimes

The Boys & Girls Clubs of Mid Central Coast (BGC MCC) is committed to the safety of our youth, staff and volunteers. Selecting and retaining the highest quality possible staff and volunteers to serve our youth will further that goal. As part of the initial selection process, and on an on-going basis, BGC MCC will conduct background checks in accordance with the following policy.

BGC MCC will conduct criminal background checks of all employees, Board volunteers, volunteers who serve on a standing committee, and all other volunteers (including BGC MCC partners) who have direct, repetitive contact with children. Name-based or fingerprint-based record searches may be used in any combination but will, at a minimum:

- (a) verify the person's identity and legal aliases through verification of a social security number,
- (b) provide a national Sex Offender Registry search,
- (c) provide a comprehensive criminal search which includes a national search,
- (d) provide a comprehensive local criminal search which includes either a statewide criminal search or county level criminal search
- (e) FBI & DOJ background check using Live Scan fingerprinting or similar technology

Such checks will be conducted prior to employment, and before accepting a volunteer.

Background checks will be conducted at regular intervals. Points "a" through "c" are not to exceed twelve (12) months. Points "d" and "e" will be conducted a minimum of every 5 years per BGCA recommendations.

All background check reports and/or criminal findings for the Chief Executive Officer of BGC MCC shall be reviewed by the Board Chair and or appropriate Board committee.

All background check findings will be considered when making employment or volunteer decisions. It is the policy of BGC MCC that an employee or volunteer will be automatically ineligible for employment or volunteer service, if such individual:

- (a) refuses to consent to a criminal background check,
- (b) makes a false statement in connection with any criminal background check,
- (c) is registered, or is required to be registered on a state or national sex offender registry,
- (d) has been convicted of a felony consisting of:

1. murder
2. child abuse
3. a crime against children, including child pornography
4. domestic violence
5. abduction or human trafficking
6. a crime involving rape or sexual assault
7. arson
8. involving weapons
9. physical assault or battery

(e) has been convicted of a drug- related offense committed within the last five years

BGCMCC will conduct a minimum of 2 reference checks on any candidate for employment or volunteer service. Should candidates for employment have previous experience with a Boys & Girls Club, BGCMCC will inquire about their re-hireability before extending an offer for employment or volunteer service.

For more information visit [BGCA.net/ChildSafety](https://www.bgca.net/ChildSafety)

Reviewed and Approved:

Date: 7/29/2022

BY: DocuSigned by:

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CEO

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Board Chair

Audit of Document Changes

Review / Revision	Date	Approval*	Title

*Approval can be performed by the Safety Chair, Safety Officer, or CEO after Safety Committee review of revised document.