



**Howell Area Junior Baseball Association Policy Statement
Revised January 2006**

Criminal Background Checks on Volunteer Coaches and Assistants

I. STATEMENT

In an effort to protect children who participate in HAJBA organized sporting activities, criminal background checks will be mandatory for all recognized youth sports Head coaches and Assistant coaches.

II. DEFINITIONS

The Howell Area Junior Baseball Association recognizes a Head coach as being one who is responsible for organizing practices, attends all practices and games providing guidance and teaching skills to the participants, and who is the primary contact with the HAJBA Board of Directors regarding team or player issues.

An Assistant coach is recognized as being one who attends more than two practices or games during a season for the purpose of providing guidance and teaching skills to the participants, is responsible for organizing practices in the Head coach's absence and who is the secondary contact with the HAJBA Board of Directors regarding team or player issues.

Any adult or teen 18 or older who is involved with a team must meet the above criteria to be recognized as a Head coach or assistant coach. HAJBA reserves the right to limit the number of recognized coaches per team to two.

III. PROCEDURE

Coaching candidates must complete and sign the HAJBA Volunteer coaches' application form. This form gives HAJBA the legal right to check criminal history records. Any applicant is subject to a background search. Background checks will be performed by a designated HAJBA Board of Directors member and may take up to 3 days to complete.

A committee consisting of three HAJBA Board members will review the information obtained during the background check to determine coaching eligibility. All information is strictly confidential. The decision of this committee is final and may not be appealed.

All criminal history record information will be promptly destroyed following determination of the suitability of the candidate for a volunteer coaching position.

Coaches are required to notify a member of the Howell Area Junior Baseball Association Board of Directors if arrested or convicted of a crime at anytime during their coaching term. Once notified, the Howell Area Junior Baseball Board of Directors will conduct an additional

background check to determine coaching eligibility. Coaches returning for a second season within the same year (October - September) are required to notify a member of the HAJBA Board of Directors of arrests and convictions prior to the start of the season. The HAJBA Board of Directors will then conduct an additional background check to determine coaching eligibility.

IV. TIME FRAME

All coaching candidates, whether they are new to the program, or a returning coach, will be checked one time annually to coincide with the current Baseball/Softball season that they are participating in.

Adopted January 5, 2006

Howell Area Junior Baseball Association Board of Directors

