



South Lyon Area Recreation Authority
318 W. Lake St. South Lyon, MI 48178
Office Phone (248) 437-8105 Office Fax (248) 437-4324

VOLUNTEER/COACH BACKGROUND CHECK POLICY

Background checks are mandatory for all prospective volunteers and coaches at South Lyon Area Recreation Authority (SLARA). The following are the guidelines followed by SLARA when performing and evaluating background checks.

Purpose of Volunteer/Coach Background Check

SLARA is committed to providing fun, inclusive, and safe recreational opportunities for all members of the community. The main objective of the background check policy is to insure the safety and overall well-being of all program participants. The policy will allow SLARA to determine if an individual who wishes to volunteer and/or coach is suitable to work with the individuals involved in SLARA programs.

Volunteer/Coach Requirements

- Complete and submit the “Volunteer/Coach Application” to the SLARA office.
- Sign and date the volunteer agreement located on the “Volunteer/Coach Application”, thus authorizing SLARA to perform a background check.
- Complete the “Heads Up Online Concussion Training Course” and submit the certificate of completion to the SLARA office.
- Only after the above guidelines have been met and deemed satisfactory will an individual be eligible to serve as a volunteer or coach.

Volunteer/Coach Disqualifications

In addition to the disqualifications listed below, SLARA reserves the right to disqualify any individual who knowingly submits false information to SLARA.

An individual will NOT be permitted to volunteer in a SLARA program should they be found to have been convicted of any of the offenses listed within this policy, including but not limited to the following:

Pending convictions or arrests for the following will be considered disqualifications until resolved or determined otherwise by SLARA:

- SEX OFFENSES
 - **All Sex Offenses** – Regardless of the amount of time since offense
 - **Examples include but not limited to:** child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.
- FELONIES
 - **All Felony Violence** – Regardless of the amount of time since offense

- **Examples include but not limited to:** murder, manslaughter, aggravated assault, kidnapping, robbery, aggravated burglary, etc.
 - **All other felony offenses** within the past **10** years.
 - **Examples include but are not limited to:** drug offenses, theft, embezzlement, fraud, child endangerment, etc.
- MISDEMEANORS
 - **All misdemeanor violence offenses** within the past **7** years
 - **Examples include but are not limited to:** simple assault, battery, domestic violence, hit & run, etc.
 - **All misdemeanor drug & alcohol offenses** within the past **5** years
 - **Examples include but are not limited to:** driving under the influence, simple drug possession, drunk and disorderly, public intoxication, possession of drug paraphernalia, etc.
 - **Any other misdemeanor** within the past **5** years that would be considered a potential danger to children or is directly related to the functions of the volunteer
 - **Examples include but are not limited to:** contributing to the delinquency of a minor, providing alcohol to a minor, theft, etc.

Implementation of Policy

All necessary volunteer materials must be submitted prior to taking part in any SLARA program. Background checks will be completed by SLARA prior to the beginning of the program the volunteer or coach is planning to participate in. Volunteers will be notified if they fail the background check and will no longer be eligible to serve as a volunteer. SLARA **will prevent** any volunteer from taking part in any SLARA program should the conditions outlined by this policy not be met.