



BACKGROUND SCREENING POLICY

I. Statement

Criminal background screening on Board Members, Staff and volunteers will be conducted by a third-party screening company as set forth in an effort to protect the participants at our events and related activities associated with Pensacola Sports. All Board Members and Staff will be background checked every three years.

All volunteers who attend a youth focused event, program, practice, clinic and/or game, a criminal background screening is mandatory. No exceptions. Criminal background screenings are valid for three years.

Criminal background screenings from the following organizations will be accepted only if Pensacola Sports can verify completion of screening adheres to our background check policy:

Escambia County School Board
Santa Rosa County School Board
Okaloosa County School Board
Other school board countries in Florida and Alabama
University of West Florida
Pensacola State College
Escambia County Employee
Santa Rosa County Employee
City of Gulf Breeze Employee
City of Pensacola Employee
United States Tennis Association (USTA)
Special Olympics
Safe Sport
Area youth sports league
National Colligate College Association (NCAA)
National Junior Colligate College Association (NJCAA)
The National Association of Intercollegiate Athletics (NAIA)
National Council of Youth Sports
United States Olympic Organization
Big Brothers Big Sisters
Other similar organizations
National governing bodies of various sports organizations in accordance with Safe Sport, or similar program.
*Proof of background check by one of these organizations must be verified prior to volunteer shift.

II. Definitions

Pensacola Sports recognizes a Board Member as any adult who has either been elected or appointed by the members of this organization. A staff member is any person who is responsible for the business, communication, and participation of a specific Pensacola Sports event or activity. A volunteer is a person who freely offers to take part in an enterprise, organization or undertakes a task without being paid.

III. Procedure

As a condition of becoming a volunteer, an executed authorization form and a background check submission form shall be completed online and submitted to the private agency selected by Pensacola Sports for conducting an individual criminal background check.

Only Pensacola Sports President/CEO and Board of Directors Officers will review data obtained, which will then be processed discreetly. All information is strictly confidential and will not be made public under any circumstances. Reasons for being declined the opportunity to participate in Pensacola Sports are listed below. In some instances, factors of time may be taken into account when considering eligibility (i.e. length of time since disposition of certain offenses). The decision of eligibility is final and may not be appealed. All criminal history record information will be promptly destroyed one year following the processing date. All Board members, staff and volunteers are required to notify the President/CEO of Pensacola Sports and/or the Board Chairman immediately following an arrest or conviction of any of the listed offenses. Any board member, staff or volunteer who while serving at Pensacola Sports is arrested for committing an offense as listed, will immediately forfeit his/her eligibility until disposition by the courts. A conviction of an offense as listed will result in termination of eligibility as stated in the policy.

The following is a list of offenses prohibiting an applicant from participation as a Board Member, staff or volunteer at Pensacola Sports. These offenses are including but not limited to the following:

- Arson
- Assault (including aggravated and sexual)
- Aggravated Kidnapping
- Aggravated Robbery
- Crimes Against Children (including abandonment, abuse, endangerment, pornography, possession or promotion of pornography, enticement, solicitation, sale or purchase of, injury to, or indecency)
- Criminally Negligent Homicide
- Deadly Conduct
- Manufacture of or delivery of a controlled substance or dangerous drug
- Any violation of a law intended to control the possession/distribution of any controlled substance/illegal drug
- Injury to elderly or disabled
- Intoxication Manslaughter
- Kidnapping
- Murder and Manslaughter (voluntary or involuntary)
- Obscenity
- Prohibited Sexual Conduct
- Prostitution (including promotion of, aggravated promotion of)
- Public Lewdness/indecent exposure
- Rape
- Sexual Abuse
- DWI /DUI*
- Theft**

*If a first offense and not currently under probation — eligible.

Two or more violations have occurred or currently on probation — ineligible.

**Eligibility dependent upon the severity and length of time since offense occurred.

If you do not pass the background screening for any reason, you will be notified and sent an Adverse Action letter within 7 days of the background screening processing date.

Candidate/Volunteer Background Screening Application

**Complete this application and email it to info@pensacolasports.org
The screening portal link and Instructions will be emailed
to the address you provide below.**

First Name: _____ Last Name: _____

Email: _____ Phone: _____

Which event(s) are you interested in volunteering at: _____

I have completed a criminal background screening from an organization or similar organization listed above:

YES

NO

If yes: Date screening was completed: _____

Organization Name: _____ City/State: _____

Organization Contact: _____ Phone: _____

Please include with this application any certificates, documents or emails that confirm the screening completion.

I certify that the above information is complete, true and accurate. I consent to have any legally required notices sent electronically. I have read and understand this policy.

Printed Name

I am over the age of 18: Yes No

*Signature
(Parent or guardian signature if under the age of 18)*

Date