

TASK

Athlete and Volunteer Policy And Missouri's Registration of Sex Offenders Implemented July 1, 2011

TASK wishes to provide a safe environment for participants at all TASK events.

To supplement our efforts to provide a safe environment, effective immediately the following policy will apply to all athletes and volunteers participating in TASK.

Any TASK athlete or volunteer who is alleged to have committed, or is under investigation for committing a crime of a sexual nature must notify TASK immediately in writing of the investigation of allegation and the facts surrounding it.

Anyone who has been alleged to have committed, or is under investigation for committing a crime of a sexual nature will be suspended indefinitely from participating in any TASK activity, pending resolution of that allegation or investigation.

Any person who is required by state or federal law to register with any Sex Offenders Registry is permanently barred from participating as an athlete or volunteer in any TASK activity.

TASK will aggressively pursue all legal remedies available to it against any individual (or that individual's parent or legal guardian) covered by this policy who willfully or negligently fails to comply with this policy's reporting and suspension requirements.

Approved and Adopted by the TASK Board of Directors on June 2, 2011.

TASK

Volunteer Code of Conduct

As a TASK volunteer, I agree that while serving as a volunteer, I will:

Provide for the general welfare, health and safety of all TASK athletes and volunteers.

Dress and act in an appropriate manner at all times.

Follow all established rules and guidelines of TASK.

Report any emergencies to the appropriate authorities after first taking immediate action to ensure the health and safety of the participants.

Abstain from the consumption or use of all alcohol, tobacco products and illegal substances while involved with any TASK event.

Not engage in any inappropriate contact or relationship with athletes, volunteers or other participants of TASK.

TASK

Volunteer Screening Policy Implementation July 1, 2011 Board Approved June 2, 2011

INTRODUCTION

TASK has the right and responsibility to take all reasonable steps to promote and ensure a safe environment for all participants: athletes, coaches, volunteers and staff. With this in mind, TASK has developed and implemented a mandatory volunteer screening policy to set certain standards for its programs to follow with regard to Volunteers.

TYPE OF SCREENING

- **Adult (18 years of age or older)**
Completion and submission of a volunteer application form along with photo ID (government issued), screened using a national vendor.
- **Minor (under 18 years of age)**
Completion and submission of a volunteer application form, two personal/professional references (one of whom is from the volunteer applicant's school, church, civic group, etc. – reference to exclude relative or legal guardian.), along with photo ID (only required to extent available).

MINIMUM ACCEPTABLE BACKGROUND SCREENING

- Volunteers must be screened using a national vendor that includes the sex offender registry for each state in which the sex offender registry is available electronically. In addition to, but not in place of, the check through the national vendor, TASK may conduct a statewide criminal background check.
- If the applicant answers “yes” to either of the questions regarding suspension or revocation of driver's license on the Volunteer Application or if TASK has received information through the screening process that the applicant may have motor vehicle related convictions then a Motor Vehicle Record check is required to be able to drive on behalf of TASK.

PHASE IN AND FREQUENCY

- **New Volunteers**
 - Effective July 1, 2011, TASK shall not permit a new Volunteer applicant to participate as a Volunteer until that person has been screened and approved.

- Volunteers registered on or after July 1, 2011 must be re-screened at least every three years.
- **Existing Volunteers**
- Programs must screen all existing volunteers (those registered prior to July 1, 2011) no later than January 1, 2012.
- Volunteers registered prior to July 1, 2011, must be re-screened every three years following the date of initial screening.

DISCLOSURE AND AUTHORIZATION REQUIREMENTS

Volunteers should fill out a form that meets the requirements as set forth below. The background form, required for TASK, can be signed electronically or have a legal signature. Once the form is signed and returned to the TASK Office, an initial background check is completed and will be run every 3 years that the volunteer is active in the program.

- **Volunteer form must include:**
 - Full name and other information necessary to conduct the required check under the policy.
 - The five background questions pertaining to motor vehicle/criminal/drug history.
 - A legally sufficient authorization to conduct the necessary screening.
 - A release that protects TASK from liability in connection with the Program conducting the screening.
 - Consent to use the volunteer's name and likeness to promote and publicize the purposes of TASK.

RESULTS OF BACKGROUND CHECK USING NATIONAL VENDOR

- **Automatic Disqualifiers**
 - Conviction for or guilty plea or no contest plea to a crime of:
 - Child abuse
 - Sexual abuse of a minor/adult
 - Causing a child's death

- Neglect of child or any other individual for whom the potential volunteer had/has responsibility
- Kidnapping
- Murder
- Manslaughter
- Felony assault
- Arson
- Criminal sexual conduct
- Stalking
- Three or more moving violation convictions within the past three years or a DWI/DUI conviction within the last five years automatically disqualifies the volunteer from driving on behalf of TASK.
- **Disqualifiers if within the last ten years**
 - Adverse judgment for damages or civil penalty involving sexual or physical abuse of a minor
 - Conviction for or plea of guilty or no contest to
 - prostitution-related crime
 - controlled substance crime
 - fraud
 - larceny or other financial crime
 - under court order for domestic violence
 - being the subject of any court order involving any sexual abuse or physical abuse of a minor that restricts contact with a minor

ACTIONS BASED ON THE REPORT FROM NATIONAL VENDOR

- **Volunteer Coordinator**

- Reviews the Application Verification reports, and approves or denies applicant based upon policy.
- If applicant is denied:
 - Prints the Criminal Report and submits letter to applicant indicating restrictions.
 - Submits copy of letter to appropriate staff and agency coordinator.
 - The Criminal Report and a copy of letter will be reviewed and initialed by Executive Director.
- If applicant is approved:
 - Welcome letter along with TASK Volunteer Code of Conduct.
- Appropriate documentation in TASK database to ensure applicant is noted as a “qualified” or “disqualified” volunteer.