

POLICY FOR BACKGROUND CHECKS

In order to provide safety for program participants, Fayetteville-Cumberland Parks and Recreation Department will implement performance of a comprehensive background check on volunteers. Background checks will consist of an address/social security trace, nationwide criminal search, individual county searches, and the nationwide sex offender's registry. The following will be in effect:

- Everyone who volunteers with Fayetteville-Cumberland Parks and Recreation Department will be required to complete a Volunteer Application which includes a release to perform a background check, as well as provide information necessary to perform a background check. Name, current home and previous addresses, date of birth, and social security number is required. Failure to provide any or all information will result in loss of volunteer privileges. Exemption: Individuals who volunteer for an event or special activity consisting of no more than 12 hours, and who will be accompanied at all times by a full-time staff person (for example, a student performing a short internship or volunteer hours for school credit who will not be left alone with a participant at any time).
- Background checks will be performed every three (3) years regardless of the volunteer's function, however, the department reserves the right to perform a check in less than three years if there is a suspicion of disqualifying behavior.
- The department will assume the expense of background checks. Exception: Youth and adults wishing to perform community service with the department due to criminal activity will pay the fee covering the cost of the background check and the department will provide the check.
- No volunteer will be allowed to begin his/her service until the background is returned and reviewed to ensure eligibility.
- If a volunteer is disqualified he/she cannot re-apply for a volunteer position until his/her disqualifying action is off the record, dependent upon the offense. Volunteers with a sexual offense conviction or violent felony conviction will not be allowed to volunteer, regardless of the time since the offense. No one who has a charge pending that would otherwise disqualify them from volunteering will be allowed to volunteer until the case is resolved and the individual's record is free from any disqualifying charges/convictions. Exception: Those individuals convicted of a misdemeanor and sentenced by the court to perform community service. These will be addressed on a case-by-case basis.