

**ATHENS-CLARKE COUNTY RECREATION DEPARTMENT
ATHLETIC DIVISION
CRIMINAL BACKGROUND CHECK PROCEDURES**

1. All Coaches, head coaches and assistants, must complete a Criminal Background Check consent form before being given a team.
2. Only an Athens-Clarke County designated official may deliver the forms to the Athens-Clarke County Police Department or Clarke County Sheriff's Department and pick them up.
3. If a Coach's record is "flagged" the following procedure will be implemented:
 - A) An Athens-Clarke County designated official will notify the Athletic Coordinator of the problem.
 - B) The Athletic Coordinator will meet with or call the individual to discuss the problem within two (2) days.
 - C) The individual will have no contact with the team until after the above meeting.
 - D) Each incident on the report will be reviewed and the following will apply:
 - (1) Simple Battery, where the victim is a minor. (Immediate dismissal)
 - (2) Aggravated Battery, where the victim is a minor. (Immediate dismissal)
 - (3) Cruelty to Children. (Immediate dismissal)
 - (4) Contributing to the delinquency of a minor. (In the last 5 years-immmediate dismissal) (More than 5 years-1 yr probation)
 - (5) Any sexual offense. (Immediate dismissal)
 - (6) Violation of any controlled substance act. (Felony in last 10 years-immmediate dismissal) (Misdemeanor in last 5 years-one year probation)
 - (7) Alcohol related violations (DUI in last 2 years-probation)
 - (8) Murder or Felony Murder (Immediate dismissal)
 - (9) Criminal attempts to commit any above-named offenses. (Felony in the last 5 years, except #7-Immediate dismissal) (Misdemeanor-probation)
 - (10) Crimes involving family violence (Immediate dismissal)
 - (11) Any felony not listed above (Within last 5 years-Immediate dismissal) (Later than 5 years-probation)
 - (12) Any other crime that bears upon fitness to have responsibility for the safety and well being of children. (Misdemeanor within the last 5 years-probation) (Felony within the last 10 years-Immediate dismissal)