

# **Boulder City Parks & Recreation Department**



## **Child Safety Background Investigation Policy For Youth Program Participants**

**INSTRUCTIONS:** Please complete and return pages 3 through 5. Your signature on page 4 must be notarized. Page 1 and 2 are retained by you for your information.

**August 2021**



### **Child Safety Background Investigation Policy for Youth Program Participants**

The Boulder City Parks and Recreation Department recognizes the value and importance of adult participants, regardless of age, in youth programs. We also recognize the importance of providing a safe, secure and positive environment for each youth participant.

**Public Safety Concern:** The Boulder City Parks and Recreation Department will conduct *mandatory* criminal background checks on those citizens wishing to participate in youth programs. Criminal background checks are required for those adult participants for the following reasons:

1. To keep the safety of the children the top priority.
2. To make an unwelcome environment for anyone who does not put the needs of the children first.
3. To keep adults from participating in youth programs who have a history of inappropriate behavior or who are unfit to work with children.
4. To select the “best” adult participants to coach and serve in other capacities in youth programs.

Background checks will be used to determine if any youth program adult participant has a criminal history that would jeopardize the safety and welfare of any child participating in any league or team sponsored by the Boulder City Parks and Recreation Department. Background checks will help to improve the quality of adult participants that serve the youth programs in the City.

**Description:** Background checks will be conducted on all adult participants who have direct contact with youth participants that register in any of Boulder City Youth Programs (as defined by the Boulder City Parks and Recreation Department).

**Criteria:** For the purposes of the policy, an “adult participant” shall be defined as any individual, regardless of age, who acts in any supervisory capacity with any youth participant. Background checks, done by the Boulder City Parks and Recreation Department, will be conducted not more than every three (3) years, or more often as determined by the Director of Parks and Recreation. Managers, coaches, assistant coaches, volunteer umpires and other adult participants who have direct contact with children will have their background checked. The prospective adult participant will be asked to complete the Background Investigation form; it will be turned into the Boulder City Parks and Recreation Department and a background check will be completed by the Boulder City Police Department. As per the results of the background check, appropriate action will be taken by the Boulder City Parks and Recreation Department. A prospective adult participant who has been penalized for a criminal offense provided herein shall be disqualified from participating in any Boulder City Youth Programs, notwithstanding:

1. The criminal charges resulted in a non-conviction, such as probation, deferred adjudication, or deferred disposition; or
2. The criminal conviction was subsequently expunged from the applicant’s record as a result of appropriate legal proceedings.

Furthermore, criminal charges which were subsequently dropped and the applicant never prosecuted for the crime may be the basis for ineligibility.



The following is a list of offenses that would be grounds to disqualify a prospective individual from being affiliated with any youth activity which operates in the City of Boulder City: (for offenses marked with an “ \* “, eligibility shall be reasonably determined upon severity and length of time passes since the offense occurred):

1. Arson
2. Aggravated kidnapping
3. Aggravated robbery
4. Aggravated sexual assault
5. Assault
6. Bigamy
7. Crimes against children (including abandonment, abuse, endangerment, indecency, sexual assault, pornography, possession or promotion of pornography, enticement, solicitation)
8. Criminal non-support
9. Criminally negligible homicide
10. Deadly conduct
11. Delivery of marijuana
12. Domestic violence
13. Drug possession
14. DWI/DUI\*
15. Injury to elderly or disabled
16. Kidnapping
17. Manslaughter (voluntary or involuntary) or intoxication manslaughter
18. Manufacture of or delivery of a controlled substance or dangerous drug
19. Marijuana possession\*
20. Murder
21. Obscenity
22. Prohibited sexual conduct
23. Public lewdness
24. Prostitution
25. Sexual abuse
26. Theft\*

This list of offenses is not intended to be all-inclusive of disqualifiers and does not set limits on the offenses that could disqualify any prospective adult participant from affiliation with any youth program with the City of Boulder City.

Any adult participant determined eligible for participating and is later arrested/convicted of any of the above crimes is required to immediately notify his/her organization. The adult participant will be immediately removed from his/her position until the case is adjudicated. Failure on the part of the adult participant to notify Boulder City Parks and Recreation within one business day of an arrest for any offense listed above will result in his/her being removed and declared permanently ineligible to participate with any youth activity with the City of Boulder City beginning on the date the failure to notify was discovered.



City of Boulder City  
401 California  
Boulder City, NV 89005

**DISCLOSURE OF INTENT TO OBTAIN CONSUMER REPORTS OR  
INVESTIGATIVE CONSUMER REPORTS**

For employment purposes, The City of Boulder City may obtain consumer reports on you as an applicant or from time-to-time during employment. "Consumer reports" are reports from consumer reporting agencies and may include driving records, criminal records, etc.

For such employment purposes, The City of Boulder City may also obtain investigative consumer reports. Some reference checks by a consumer reporting agency fall into this category. An "investigative consumer report" is a consumer report in which information as to character, general reputation, personal characteristics, or mode of living is obtained through personal interview with neighbors, friends, associates, acquaintances, or others. You have the right to request disclosure of the nature and scope of an investigation and to request a written summary of consumer rights.

**AUTHORIZATION**

**I authorize the City of Boulder City to obtain consumer reports and/or investigative consumer reports regarding me from time-to-time for employment purposes.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_

States Other Driver's Licenses Were Held (Past 5 years): \_\_\_\_\_

Maiden name or Aliases (AKA): \_\_\_\_\_ Date of Birth (used only for identification): \_\_\_\_\_

If you would like to receive a disclosure of the nature and scope of the investigation and a written summary of consumer rights, please complete the following:

- Yes, I would like to receive a disclosure of the nature and scope of the investigation and a written summary of consumer rights if the City of Boulder City requests an investigative consumer report.

Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**AUTHORIZATION FOR RELEASE OF INFORMATION  
Youth Program Adult Participant Application**

I wish to assist/participate in the Boulder City Youth Sports/Programs. I understand any false information, omission of information, or misrepresentation of facts on this application will result in the denial of my privilege to participate in any youth program with the City of Boulder City.

Position applying for: \_\_\_\_\_

Full Name: \_\_\_\_\_ (Print clearly)  
Last First Middle

Aliases: \_\_\_\_\_ (Print clearly)

Address: \_\_\_\_\_ City and Zip: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Email: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_ (Print clearly)

**\*\*Please attach a clear and legible photocopy of applicant's valid driver's license to form\*\***

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Gender: \_\_\_\_\_ Male \_\_\_\_\_ Female (Check One)

Do you have child/children participating in the program? \_\_\_\_\_

If yes, give name of each child \_\_\_\_\_

Do you have any previous adult participant experience in your sports? \_\_\_\_\_ If yes, please describe

How long have you been a Nevada resident? \_\_\_\_\_

If less than five (5) years at present address, please provide prior addresses for the last five (5) years:

\_\_\_\_\_

\_\_\_\_\_

**Applicant's Signature**

\_\_\_\_\_

**Date**

State of \_\_\_\_\_, County of \_\_\_\_\_;

Subscribed and sworn before me this

\_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_

**Notary Public, State of Nevada**



**AUTHORIZATION FOR RELEASE OF INFORMATION  
Youth Program Adult Participant Application**

I, the undersigned, authorize the release to Boulder City Parks and Recreation Department any record or information concerning my driving record and any crime committed or alleged to have been committed by me. This includes, but is not limited to, arrest records and conviction data. I hereby release any governmental, police, or other agency as custodian of such records, including all officers, employees, or related personnel, both individually and collectively, from any and all liability for damages of any type which may at any time result to me, my heirs, family, or associates, because of compliance with this authorization.

If a record of criminal convictions or other disqualifying information is found, the adult participant will be given a copy of the criminal history report and asked if it is accurate prior to any final decision. If the adult participant disagrees with the accuracy of the report, it will be up to him/her to provide any or all documentation to support his/her claim. Child safety being paramount, any uncertainty will be handled in favor of promoting child safety.

I hereby waive any right to assert that such investigation or request constitutes an invasion of my privacy. I recognize that such inquiries are in the interests of all persons involved in youth programs/activities, and I fully consent to such investigations. I, the undersigned, for myself, my heirs, executors, administrators, and representatives, do hereby remise, release and forever discharge and agree to indemnify and hold harmless any involved background check vendor and/or licensed private investigator, City of Boulder City, its directors, officers, employees, volunteers, agents and representatives, its affiliates and sponsors, and their directors, officers, employees, volunteers, agents and representatives, as well as third parties, if any, that the City of Boulder City or its affiliates contact, directly or indirectly, regarding my application to, or future services with, the City of Boulder City, from and against any and all causes of actions, suits, liabilities, costs, debts, and sums of money, claims and demands whatsoever, and any and all related attorneys' fees, court costs, and other expenses resulting from the investigation of my background in connection with my application to become an adult participant.

I understand and agree that the Boulder City Parks and Recreation Department may, their sole discretion, decline to accept my application for, or participation in, volunteer/staff services with or without cause.

I further understand this consent will apply during the course of my employment/service with the City of Boulder City, should I obtain such employment/service. I understand and agree this consent shall remain in effect indefinitely.

**I ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTAND THE ABOVE CERTIFICATION / CONSENT FOR CRIMINAL BACKGROUND CHECK / AUTHORIZATION / WAIVER / RELEASE / INDEMNITY, AND THAT I ACCEPT AND SIGN THIS FORM VOLUNTARILY.**

Print Name: \_\_\_\_\_ Would you agree to be fingerprinted? \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Do not write below this line

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Date application was received _____	
Date returned from background check _____	_____ Approved _____ Disapproved
Reason(s) for disapproval _____	
_____	
Signature of reviewing officer _____	Date _____