



# Atlanta Cricket League (ACL)

## Background Check Policy

**Effective Date:** January 10, 2026

**Approved By:** ACL Board of Directors

**Applies To:** Volunteers, Coaches, League Officials, Board Members, and Other Covered Individuals

### 1. Purpose

The Atlanta Cricket League (“ACL”) is committed to providing a safe, secure, and positive environment for all participants, particularly minors. To meet insurance requirements, promote participant safety, and reduce organizational risk, ACL requires background checks for certain individuals involved in league activities.

This policy establishes standards and procedures for conducting background checks through a qualified third-party professional screening organization, while ensuring the confidentiality, privacy, and security of personally identifiable information (PII).

### 2. Scope

This policy applies to individuals whose role with the Atlanta Cricket League involves direct and ongoing interaction with players or access to sensitive participant information and who therefore occupy a position of trust or authority.

Covered individuals include the following:

- Coaches and Assistant Coaches
- League Officials and Board Members
- Volunteers with recurring player interaction as defined below
- Any other role formally designated by the Atlanta Cricket League as requiring a background check

#### ***Definition of Volunteers with Recurring Player Interaction***

For purposes of this policy volunteers with recurring player interaction are individuals who have regular and continuing contact with players during practices matches training sessions clinics camps or other league sanctioned activities. This includes individuals who provide instruction supervision mentoring guidance or custodial oversight to players or who may be alone with players in the course of their duties.

Volunteers whose involvement is limited to occasional incidental or spectator related participation and who do not have supervisory responsibility instructional authority or

unsupervised access to players are not considered volunteers with recurring player interaction under this policy.

### 3. Background Check Requirement

#### 3.1 Mandatory Screening

All covered individuals must successfully complete a background check prior to appointment or participation in their role and at intervals required by ACL insurance providers or governing standards.

#### 3.2 Third-Party Administration

ACL will engage a reputable, professional third-party background screening provider ("Screening Provider") to:

- Collect required personal information directly from the individual
- Conduct background checks in compliance with applicable federal, state, and local laws
- Provide eligibility determinations or summary results to ACL

ACL will not directly conduct criminal background searches.

### 4. Types of Background Checks

Depending on the role and insurance requirements, background checks may include:

- Identity verification
- Criminal history search (county, state, and/or national databases)
- Sex offender registry search
- Other checks as required by insurers or applicable law

The specific scope of checks will be determined by ACL in consultation with its insurance carrier and Screening Provider.

### 5. Personally Identifiable Information and Privacy

The Atlanta Cricket League recognizes the importance of protecting the privacy and confidentiality of personal information provided in connection with background checks.

All personally identifiable information required for background screening including but not limited to full legal name date of birth address and government issued identification information shall be collected directly by the third party screening provider from the individual subject to the background check. Such information shall be submitted through secure systems maintained by the screening provider.

The Atlanta Cricket League does not collect store process or retain sensitive personal data such as Social Security numbers or copies of government issued identification documents.

Personal information shall be used solely for the purpose of completing background checks and satisfying insurance legal and safety requirements and shall not be used for any other purpose.

## 6. Data Security and Confidentiality

The third party screening provider engaged by the Atlanta Cricket League is responsible for maintaining appropriate administrative technical and physical safeguards designed to protect personal information from unauthorized access disclosure alteration or misuse and to comply with applicable data protection and privacy laws.

The Atlanta Cricket League shall receive only eligibility determinations or summary results indicating whether an individual has met the background check requirements. Detailed criminal history reports shall not be requested received or retained by the Atlanta Cricket League unless required by law or insurance obligations.

Access to background check determinations shall be limited to designated league officers or board members with a legitimate need to know. All such information shall be treated as confidential and shall not be disclosed except as required by law insurance providers or with the written consent of the individual.

## 7. Adverse Findings and Eligibility Determinations

If a background check identifies information that may affect an individual's eligibility to participate in an ACL role the third party screening provider shall notify the individual in accordance with applicable law including the Fair Credit Reporting Act where applicable. The individual shall be provided an opportunity to review and dispute the accuracy or completeness of the information directly with the screening provider.

The Atlanta Cricket League shall make final eligibility determinations based on insurance requirements the nature of the role sought the relevance of the information to participant safety and applicable legal considerations. A criminal history record alone shall not automatically disqualify an individual. Determinations shall be made on a case by case basis in a manner consistent with risk management and fairness principles.

Eligibility determinations made by the Atlanta Cricket League are final and are not subject to internal appeal.

## 8. Record Retention

ACL will not retain detailed background reports. Eligibility determinations may be retained for administrative and insurance audit purposes for a limited period consistent with legal and insurance requirements.

## 9. Compliance

This policy is intended to comply with:

- Applicable federal, state, and local laws
- Fair Credit Reporting Act (FCRA), where applicable
- Insurance carrier requirements
- Best practices for youth and amateur sports organizations

Failure to comply with this policy may result in denial or removal from participation with ACL.

## 10. Policy Review and Updates

This policy shall be reviewed periodically by the Atlanta Cricket League Board of Directors and updated as necessary to reflect changes in applicable law insurance requirements or organizational operations.

## 11. Limitation of Responsibility

The Atlanta Cricket League relies on independent third party screening providers for the collection processing and evaluation of background check information. While reasonable efforts are made to implement appropriate screening practices the Atlanta Cricket League does not guarantee the accuracy completeness or timeliness of background check results and shall not be liable for errors omissions or acts of the screening provider to the extent permitted by law.

## 12. Board Adoption and Authority

This Background Check Policy was adopted by the Atlanta Cricket League Board of Directors and shall remain in effect until amended or rescinded by the Board. The Board delegates authority to designated league officers to administer and enforce this policy consistent with its terms.

## 13. Acknowledgment and Consent Requirement

All individuals subject to this policy must acknowledge receipt of this Background Check Policy and provide written consent authorizing the third party screening provider to conduct the required background check as a condition of participation with the Atlanta Cricket League.

Acknowledgment and consent records shall be maintained in accordance with administrative and insurance requirements.

## 14. Youth Protection and Code of Conduct Cross Reference

The Atlanta Cricket League maintains separate policies addressing youth protection standards codes of conduct and participant behavior expectations. This Background Check Policy is intended to operate in conjunction with those policies and does not replace or supersede any requirements related to participant safety reporting obligations or standards of conduct.

All covered individuals are expected to comply with all applicable youth protection and conduct policies as a condition of participation with the Atlanta Cricket League.

## 15. Insurance Compliance Statement

This Background Check Policy has been adopted to satisfy insurance underwriting requirements for recreational and amateur sports organizations and to demonstrate the Atlanta Cricket League's commitment to participant safety and risk management. Compliance with this policy is mandatory for covered individuals and is a condition of insurance coverage eligibility.

## 16. State Law Considerations

This policy is intended to be administered in compliance with applicable federal and state laws including those of the State of Georgia. In the event of a conflict between this policy and applicable law the requirements of law shall govern. The Atlanta Cricket League reserves the right to modify administration of this policy as necessary to maintain legal compliance.

## Appendix A Board Resolution

Resolved that the Board of Directors of the Atlanta Cricket League hereby adopts the Background Check Policy effective as of the date approved and authorizes league officers to take all actions necessary to implement and enforce the policy in accordance with insurance and legal requirements.

## Appendix B Acknowledgment and Consent Form

I acknowledge that I have received and reviewed the Atlanta Cricket League Background Check Policy. I understand that my participation is contingent upon successful completion of a background check conducted by a third party screening provider and I consent to such screening in accordance with the policy.

Name: \_\_\_\_\_

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

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