

BACKGROUND CHECKS

The New Jersey State Police have revised the rules and regulations for their background checks for townships and non-profit organizations. Public Law 1999, Chapter 432(C.15A:3A-1) permits nonprofit youth serving organizations to request criminal history background checks on persons wishing to serve as a volunteer or an employee.

The following information must be followed if you which to volunteer in the recreation sports programs for the Township of East Hanover:

Applicant must fill out the **universal fingerprint form that is provide by the East Hanover Recreation Department.*

Applicant must than contact **MorphoTrak by calling or going on line to schedule an appointment for fingerprinting.*

Phone: 1-877-503-5981 Or www.bioapplicant.com/nj

Applicant must pay **\$26.25 when scheduling their appointment.*

Applicant **must bring their universal fingerprint form to their scheduled appointment.*

Applicant **must bring photo identification to be fingerprinted.*

Applicant will be given a **receipt to verify that they have been fingerprinted.*

**Applicant must bring back to the East Hanover Recreation Department the receipt that they have been fingerprinted, if they wish to volunteer in the sports programs.*

Any questions you may contact the East Hanover Recreation Department at 973-428-3095.

PLEASE RETURN TO REC. DEPT. WITH RECEIPT FROM FINGERPRINTING.

**EAST HANOVER TOWNSHIP RECREATION
VOLUNTEER COACHES APPLICATION**

Last Name: _____ First Name: _____

Address: _____ Town: _____ Zip Code: _____

Date of Birth: _____ Home #: _____ Cell # _____

Do you have children in the programs? Yes _____ No _____

List the sport organizations you will be volunteering for: _____

The Township of East Hanover requires that all volunteer coaches take the Rutgers Safety Clinic. Have you attended this clinic? Yes _____ No _____ If NO, contact the East Hanover Recreation Department for a list of available class dates.

CONSENT FORM

As a condition of volunteering, I give permission for the Township of East Hanover to conduct a background check on me, which may include a review of sex offender registries, child abuse and criminal history records. Falsification of information on this disclosure statement may be grounds to deny participation in any of East Hanover's recreation programs. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. Further, I agree to indemnify and hold harmless East Hanover Township, its League Organization and Board Members.

Signature: _____ Date: _____

Name (please print) _____

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OVER

East Hanover Recreation Department
Youth Sports Coaches Contract

Thank you for volunteering to be a coach in one of East Hanover's Recreation Programs. In order to be a volunteer coach, you need to complete the following three items:

1. **Completion of Rutgers Safety Clinic**
2. **Background Check**
3. **Youth Coaches Code of Ethics**

No person will be allowed on the playing fields unless they have completed all three of the above items. **NO EXCEPTIONS!!!**

YOUTH COACHES CODE OF ETHICS

- *I hereby pledge to live up to my certification as a coach by following the Code of Ethics.
- *I will place the emotional and physical well being of all players ahead of any personal desire to win.
- *I will remember to treat each player as an individual, remembering the large range of emotional and physical development within a particular age group.
- *I will do my very best to provide a safe playing situation for my players.
- *I promise to review and practice the necessary first aid principles needed to treat injuries of my players.
- *I will do my best to organize practices that are fun and challenging for all my players.
- *I will lead by example in demonstrating fair play and sportsmanship to all players.
- *I insure that I am knowledgeable in the rules of each sport that I coach, and will teach these rules to my players.
- *I will use coaching techniques appropriate for each of the skills that I teach and for the proper age level.
- *I will remember that I am a youth coach, that the game is for the children and not the adults.

I (please print first & last name) _____ verify that I have read and understand the Youth Sports Coaches Contract. I agree to abide by all rules, regulations and policies set forth by the Township of East Hanover and the organization of which I am involved. I also understand if I violate and/or break any of the rules, regulations or policies I may lose the privilege of coaching in any program sponsored by the Township of East Hanover

Signature: _____

Date: _____