

FAIRFIELD FOOTBALL INC.
COACHES APPLICATION
PACKAGE

1. COACHES APPLICATION FORM
2. CODE OF CONDUCT
3. CHILD ABUSE CHECK – Do not enclose money; FFI will pay all fees.

Please return all forms completed to the secretary, Jane Clements one of three ways:

1. Bring to a Board meeting
2. Mail to: 881 Boyle Rd, Fairfield, PA. 17320
Or to: PO Box 67 Fairfield, PA 17320
3. Send E-Mail to: clements_j@comcast.net

PLEASE ENSURE YOU FILL IN **LEGIBLY** AND **COMPLETELY** ALL OF THE INFORMATION REQUESTED. ANY SPACES NOT FILLED IN CORRECTLY OR NOT LEGIBLE WILL RESULT IN THE CHECKING AGENCY REJECTING YOUR APPLICATION. ONCE YOUR CLEARANCE IS PROCESSED YOU WILL BE SENT A COPY OF THAT CLEARANCE, **PLEASE BRING THE SECRETARY A COPY**. THESE APPLICATIONS TAKE A LONG TIME TO PROCESS AND WE ARE ASKING THAT YOU SUBMIT THEM BY OR BEFORE OUR JANUARY MEETING. REGISTRATION IS DUE TO HAPPEN IN APRIL SO PLEASE PLAN TO HELP AT THIS EVENT. ALSO AS A COACH, YOUR ATTENDANCE IS WELCOMED AND ENCOURAGED AT BOARD MEETINGS. YOU DO NOT HAVE TO BE A BOARD MEMBER TO ATTEND. PLEASE CONTACT THE SECRETARY (717) 642-9283 TO BE ADDED TO AN EMAIL NOTIFICATION LIST.

Fairfield Youth Football, Inc.

P.O. Box 67

Fairfield, PA 17320

Coaches Application

Date of Application: _____

Name of Applicant:

Address:

Phone: Home: _____ Work: _____

Date of Birth: _____

Social Security Number: _____

Occupation: _____

Coaching Position and team Desired:

Second Choice: _____

Please list below experience and/or qualifications which are applicable to the position you are applying for including dates and the ages of children coached:

DO NOT FILL OUT THIS PART
Fairfield Football Use Only

	Yes/No	Comments
Date Application Received		
Coaches Application		
Code of Conduct Agreement		
Request for Criminal Record Check Form		
Criminal History		
Recommended for Coaching Position		

Fairfield Youth Football, Inc.

Code of Conduct

Any person who volunteers as a coach, assistant coach, squad leader, trainer or who volunteers time in a formal or informal capacity performing any of the aforementioned activities must comply with the Fairfield Youth Football, Inc.'s Criminal Background Policy.

In addition to the above, any such person who has complied with the foregoing and has been approved by Fairfield Youth Football, Inc. to so perform must comply with the following and sign this document agreeing to the said conditions. The intent of this Code of Conduct is to ensure that a Fairfield Youth Football child's experience is rewarding and free from any unwarranted influences.

Code of Conduct

No Fairfield Youth Football child shall be placed in a condition where such child is alone for any period, of time with a coach, assistant coach, trainer or person who volunteers time in a formal or informal capacity performing any of the aforementioned activities. It is the head coaches' responsibility to ensure that any child within their area of responsibility will not be placed in such a condition. In the event a parent requests that their child be given a ride home from a practice or game or any activity sponsored by Fairfield Youth Football, Inc., the parent must sign a release holding harmless Fairfield Youth Football, Inc., its coaches, officers and Board of Directors from such requests.

Any coach, squad leader or instructor who conducts himself or herself in an un-sportsman like or inappropriate manner which would reflect discredit to the Fairfield Youth Football program while participating in any practice or competition, may be immediately removed from further participation by the President and/or designee of the Fairfield Youth Football, Inc., Board of Directors.

No Coach, squad leader or instructor, or adult party associated with Fairfield Youth Football, Inc., shall harass, abuse, heckle, or make any uncomplimentary remarks whatsoever to any opposing player, coach, or official. Violation of this paragraph will result in immediate suspension by the President and/or designee of the Fairfield Football, Inc., Board of Directors.

Under no circumstances will foul language be permitted around any child while participating in the Fairfield Youth Football or Cheerleading program. Violators of this chapter will be given one warning in person from the President and/or designee of Fairfield Youth Football, Inc., Board of Directors. If a second violation occurs, the coach will be removed as coach, squad leader or instructor.

Any coach, squad leader or instructor, who has been removed from coaching duties by the President and/or designee of the Fairfield Youth Football, Inc., Board of Directors, shall have the right to grieve the decision with the Fairfield Youth Football, Inc., Board of Directors. A Grievance committee consisting of the Board of Directors of Fairfield Youth Football, Inc., will meet within seven (7) days of said suspension. During this time, the coach, squad leader, or instructor shall not participate in any manner either during practices or games. The decision of the Fairfield Football, Inc., Board of Directors is final.

Tobacco products are not permitted around any child while participating in the Fairfield Youth Football or Cheerleading Program. Violators of this policy will be given one warning in person by the President and/or designee of FFI, Board of Directors.

If a second violation occurs, the person will be suspended. Use of tobacco products during practice and/or games during the Fairfield Football season by any player or cheerleader is not permitted. Violators will be suspended from the team.

Alcoholic beverages or Illegal Drugs are not permitted around any child while participating in the Fairfield Youth Football or Cheerleading Program. Violators will be dealt with by removal by the President and/or designee of Fairfield Youth Football, Board of Directors. Use of alcohol or illegal drugs is not permitted by any player or cheerleader. Violators will be suspended from the team.

Agreement on next page must be signed

Fairfield Youth Football, Inc.
Code of Conduct

I, the undersigned applicant, agree to uphold this Code of Conduct agreement and I fully understand that if I break any of these said conditions, that I will have to terminate my involvement as a coach with Fairfield Youth Football, Inc.

I also release Fairfield Youth Football, Inc., their officers, Board of Directors, Coaches, Volunteers and members, both singly and wholly, from financial civil suits resulting from injury sustained while coaching during practices and/or games sponsored by Fairfield Youth Football, Inc.

Signature of Applicant

Date

PENNSYLVANIA CHILD ABUSE HISTORY CLEARANCE

COMPLETE SECTION I ONLY. PRINT CLEARLY IN INK. ENCLOSE \$10.00 MONEY ORDER ONLY. PAYABLE TO DEPARTMENT OF PUBLIC WELFARE. DO NOT SEND CASH OR PERSONAL CHECK.

SEND TO CHILDLINE AND ABUSE REGISTRY, DEPARTMENT OF PUBLIC WELFARE, P.O. BOX 8170 HARRISBURG, PA 17105-8170

APPLICATIONS THAT ARE INCOMPLETE ILLEGIBLE OR RECEIVED WITHOUT FEE WILL BE RETURNED UNPROCESSED. IF YOU HAVE QUESTIONS CALL 717-783-6211

CHILDLINE USE ONLY

DATE RECEIVED BY CHILDLINE

SECTION I APPLICANT IDENTIFICATION

IN THIS SPACE PRINT APPLICANTS FULL NAME AND ADDRESS (DO NOT USE INITIALS)

NAME

STREET

CITY, STATE
ZIP CODE

SOCIAL SECURITY NUMBER		
AGE	DATE OF BIRTH	DAYTIME PHONE NO.
SEX <input type="checkbox"/> M <input type="checkbox"/> F		COUNTY YOU LIVE IN

PREVIOUS NAMES USED SINCE 1975 (Include Maiden Name, Nicknames, Aliases)

(FIRST, MIDDLE, LAST)	(FIRST, MIDDLE, LAST)
-----------------------	-----------------------

PURPOSE OF CLEARANCE (Check ONE block ONLY)

<input type="checkbox"/> CHILD CARE	<input type="checkbox"/> VOLUNTEERS-A copy of your PROCESSED 'Request for Criminal Record' (Form SP4-164) must be attached. Out-of-state residents must also attach a copy of their PROCESSED FBI clearance (Form FID-258).	<input type="checkbox"/> CWEP (Community Work Experience Program Participant)
<input type="checkbox"/> FOSTER CARE		
<input type="checkbox"/> ADOPTION		
<input type="checkbox"/> SCHOOL		

SIGNATURE OF CAO REP _____ CAO PHONE NO _____

PREVIOUS ADDRESSES SINCE 1975 (Attach additional pages if necessary)

1.
2.
3.
4.

HOUSEHOLD MEMBERS (List everyone who lived with you at anytime since 1975 to the present).

NAME (First, Middle, Last) Do not use initials.	RELATIONSHIP	PRESENT AGE	SEX
1.			
2.			
3.			
4.			
5.			
6.			

I certify that the above information is accurate and complete to the best of my knowledge and belief and submitted as true and correct under penalty of law (Section 4904 of the Pennsylvania Crimes Code).

Applicants are required to show the Administrator the original document. Administrators are required to keep a copy of this child abuse history record on file. Any person altering the contents of this document may be subject to civil, criminal or administrative action.

APPLICANT'S SIGNATURE _____ DATE _____

DO NOT WRITE IN THIS SECTION - CHILDLINE USE ONLY

SECTION II RESULTS OF HISTORY CHECK

APPLICANT IS **NOT** LISTED IN A REPORT OF CHILD ABUSE OR A REPORT FOR SCHOOL EMPLOYEE. APPLICANT **IS** LISTED IN A REPORT OF CHILD ABUSE OR A REPORT FOR SCHOOL EMPLOYEE (SEE BELOW).

STATUS OF REPORT	DATE OF INCIDENT	STATUS OF REPORT	DATE OF INCIDENT
1.		3.	
2.		4.	

VERIFIER _____ DATE _____ VERIFIER'S SUPERVISOR _____ DATE _____

SECTION III

VOLUNTARY CERTIFICATION FOR CHILD CARE SERVICES

_____ has requested a certification which includes a clearance of his/her name against the child abuse, school employee, and criminal history reports.

The results of the child abuse and school employee report clearances are listed in Section II on the reverse side. The results of the criminal history reports are listed below. Out-of-state residents must have criminal history clearance from both the Pennsylvania State Police and the FBI. The voluntary certification may be obtained every two years.

It is the responsibility of parents and guardians to review this information to determine the suitability of the applicant as a substitute caregiver.

PENNSYLVANIA CHILD ABUSE HISTORY CLEARANCE

- Applicant is named as the perpetrator of a "Founded" child abuse or school employee report which occurred in the last five years.
- Applicant is named as the perpetrator of a "Founded" child abuse or school employee report which occurred over five years ago.
- Applicant is named as the perpetrator of an "Indicated" child abuse or school employee report.
- Applicant is not named as the perpetrator of any child abuse or school employee report contained in the Statewide Central Register.

PENNSYLVANIA STATE POLICE CLEARANCE

- Record exists and contains convictions which prohibit hire in a child care position. Report attached.
- Record exists, but convictions do not prohibit hire in a child care position. Report attached.
- Record exists, but no convictions are shown. This does not prohibit hire in a child care position. Report attached.
- No record exists. Report attached.

FBI CLEARANCE

- Record exists and contains convictions which prohibit hire in a child care position. Report attached.
- Record exists, but convictions do not prohibit hire in a child care position. Report attached.
- Record exists, but no convictions are shown. This may not prohibit hire in a child care position. Report attached.
- No record exists. Report attached.
- No FBI clearance required.

VERIFIER_____
DATE_____
VERIFIER'S SUPERVISOR_____
DATE