

Founders Girls Lacrosse MA CORI Policy for Member Town Programs

In order to protect the safety of all program participants, the Founders Girls Lacrosse League and its member programs have adopted the following policy relating to CORI (Criminal Offender Record Information) requests.

All prospective coaches and volunteers are required to submit a CORI Acknowledgement Form to their respective town program organization prior to working.

- I. CORI will only be conducted as authorized by the Massachusetts DCJIS (Department of Criminal Justice Information Services) and MGL c. 6 §. 172, and only after a CORI Acknowledgement Form has been completed.
- II. All CORI forms and requests will remain confidential.
- III. An informed review of a criminal record requires training. Accordingly, all personnel authorized to review or access CORI at the Founders League Town Program will review, and will be thoroughly familiar with, the educational and relevant training materials regarding CORI laws and regulations made available by the DCJIS.
- IV. Unless otherwise provided by law, a criminal record will not automatically disqualify an applicant. Rather, determinations of suitability based on background checks will be made consistent with this policy and any applicable law or regulations.
- V. If a criminal record is received from the DCJIS, the authorized individual will closely compare the record provided by DCJIS, with the information on the CORI request form and any other identifying information provided by the applicant, to ensure the record relates to the applicant.
- VI. If a Founders Girls Lacrosse League Town Program is inclined to make an adverse decision based on the results of the CORI check, the applicant will be notified immediately. The applicant shall be provided with a copy of the criminal record and this CORI policy, advised of the part(s) of the record that make the individual unsuitable for the position, and given an opportunity to dispute the accuracy of the CORI record. Subjects shall also be provided a copy of DCJIS' Information Concerning the Process for Correcting a Criminal Record.
- VII. If a determination is made, based on the information as provided in section V of this policy, that the criminal record belongs to the subject, and the subject does not dispute the record's accuracy, then the determination of suitability for the position will be made. Unless otherwise provided by law, factors considered in determining suitability may include, but not be limited to, the following:
 - i. Relevance of the record to the position sought,
 - ii. The nature of the work performed,
 - iii. Time since the conviction,
 - iv. Age of the candidate at the time of the offense,

- v. Seriousness and specific circumstances of the offense,
 - vi. The number of offenses,
 - vii. Whether the applicant has pending charges,
 - viii. Any relevant evidence of rehabilitation or lack thereof, and,
 - ix. Any other relevant information, including information submitted by the candidate or requested by the organization.
- VIII. The applicant will be notified of the decision and the basis for it in a timely manner.