

ELMHURST SWIM TEAM POLICY CONCERNING PRE-EMPLOYMENT SCREENING

WHEREAS, USA Swimming has mandated certain pre-employment activities by the team and recommended others and the Board of EST has determined that it will conduct mandated steps and only pursue recommended steps if required to do so by state law or following the amendment of this policy.

EST shall obtain the following when in the process of hiring any coach or other employee who will have regular contact with children:

1. Past employment reference checks or verifications (where there have been multiple employers, minimum of 3 most recent employers in the last 10 years);
2. Education Verification (highest held);
3. State Motor Vehicle Report; and
4. Fingerprinting.

EST has determined not to engage in social network searches or Google Media searches inasmuch as the effort would not only be incomplete, but also subject those involved in the hiring process to facts that may not be the subject of lawful interview discussion. If Illinois law requires social network searches or Google Media searches, EST may pursue these efforts in the discretion of the Board.

Adopted: March 8, 2016