

Thank you for your interest and dedication to provide volunteer coaching services for Wichita sports. The City of Wichita appreciates your desire to volunteer and imposes the following policies and guidelines to provide guidance in this field.

- 1) You understand that you are not an employee of the City of Wichita. Any reference to employment with the City of Wichita does not apply to this volunteer program.
- 2) A criminal record check will be conducted annually. You are required to pay for such criminal record check and ensure that it is forwarded to the proper management of this program.
 - a. Convictions for volunteer positions may be grounds for denial of entrance into the volunteer program. This policy establishes a seven (7) year period to look back at your criminal record; however; the City reserves the right to look back further than seven (7) years. A criminal background does not automatically prohibit you from volunteering. The City of Wichita possesses the right to accept and/or reject an applicant based on the facts of the criminal background check.
 - b. Certain convictions and/or charges will result in an automatic denial of your application. These include:
 - i. Crimes of moral turpitude;
 - ii. Crimes involving children;
 - iii. Crimes labeled as a "Person Felony", including, but not limited to: murder, manslaughter, rape, sex offenses.
 - c. You are required to immediately notify the Department if you are charged with a felony, a crime of moral turpitude, a sex crime, or a crime of violence during the time that you are volunteering for the City of Wichita.
- 3) You will not transport any children to and from any activities. Any such transportation is strictly prohibited by the City of Wichita.
- 4) You will behave in a non-abusive manner and will never touch a participant out of anger.
- 5) You will look at the special needs of every child, gifted and not gifted. Any bullying will not be tolerated.
- 6) You will provide a safe and fun environment for all participants.
- 7) No alcohol or drugs are permitted while volunteering. Suspected intoxication and/or drug use are grounds for immediate dismissal from the volunteer program.

These policies are to be strictly adhered to. The City of Wichita reserves the right to terminate any volunteer coach for violation of these policies.

Thank you for your attention to this matter.