



Summer 2022

To Whom It May Concern:

We like to make things convenient and efficient for our partners. We use a national background company, Protect Youth Sports (PYS), to conduct the criminal background investigations.

Once an applicant is hired, he or she completes an Applicant Pursuant form and agrees to a national background investigation. All Skyhawks Sports coaches must submit to a background investigation each year. The employee's information is electronically recorded and submitted to PYS.

PYS begins by validating the individual's Social Security Number and driver's license and ensuring nothing on the application is fabricated. PYS then screens the applicant through all applicable court databases and consumer databases as stated in the operating agreement. This season we will continue to run national checks on all applicants and employees.

When the applicant's identity and **complete** absence of criminal history have been confirmed, PYS forwards the background information and we check off the applicant's status and clear their criminal history field.

If an applicant is found to have a felony or gross misdemeanor arrests and/or convictions, the process is stopped and we are contacted. Convictions result in an immediate "No Hire". Any misdemeanors, including juvenile misdemeanors that are considered acts of aggression or acts against a person (e.g. assault, battery, vandalism, lewdness, malicious mischief, etc.), result in an immediate status of "No Hire".

We have final discretion on all misdemeanor convictions and infractions. We even investigate traffic convictions for acts of aggression such as reckless driving. We personally interview any applicant who presents with anything questionable, and after the interview we confirm the applicant's story.

I hope this information is helpful and will serve the purpose of meeting your criminal background requirements. If you need me to, I would be happy to confirm the Skyhawks coaches working at your camps have successfully completed a background investigation.

If you have any questions about our criminal background investigation process, please don't hesitate to contact me.

Respectfully,
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Skyhawks *Teaching life skills through sports*

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