

KCU Adult Leader Background Check Data Sheet

In order to create a safe environment for participants at Kentucky Christian University's **Bible Bowl Tournament**, KCU requires background checks on all adults and/or leaders that accompany your group.

A National Criminal and Sex Offender Background Check is MANDATORY.

FREQUENTLY ASKED QUESTIONS

What is the purpose behind requiring background checks?

KCU wants you and your students to be safe during your **KCU Bible Bowl Tournament** experience. Background checks have become an unavoidable reality in our world to help create a safe environment.

What if we have already completed background checks on our volunteer staff?

KCU does not require you to run a new background check if your church has background checks on file for all of your leaders that have been completed within (1) one year at the time of your event week.

What steps do I need to take to get background checks done for my staff?

- Check to see if your church (or your church's insurance company) uses a particular company for completing background checks.
- If there is no specific place that you are required to use, you can use any company you choose. A few include:

One option to consider is www.peoplewise.com

- Fill in the name, city and state
- Choose "View Report" of the matching record
- Choose "Buy Report" under the Advanced Report tab (2.95)
- Choose the "Misdemeanors, Traffic Violations and Criminal Records" add-on (\$7.00)
- Total for a background check would be \$9.95 plus tax

*Please note that KCU will **not** reimburse you for these background checks.*

Do I need to bring the actual background checks with me to KCU Bible Bowl Tournament?

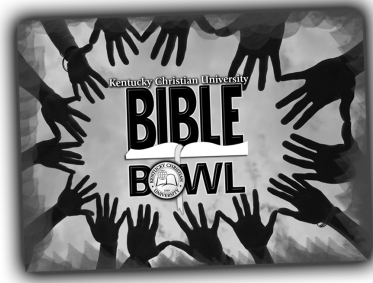
We do not have to see the actual background checks. The youth minister will sign and attest to the **KCU Background Verification Check** at registration (available to download on the KCU Bible Bowl Tournament website). This form states that you have completed a **National Criminal and Sex Offender** Background Check on each adult leader attending with your group. We ask that the youth minister keep the background checks on file. Please plan to produce a background check within 24-hours if requested by KCU.

Are there resources available to explain why background checks are necessary?

There are a number of articles you can find on the internet. One that we find especially helpful for churches and youth leaders is from the church volunteer central site. Using the address listed above, go to the tab that says "The Big Five" and click "Protect". On that page, print out the form called "Church Background Check Programs Free Report." It is full of helpful information to help you implement a safe environment.

What happens if I bring someone without a proper background check completed?

Background checks are **MANDATORY** and should be done **BEFORE arriving at KCU**. We will have a computer available where you will be able to run, at your expense, the appropriate background check on any sponsors with your group. Until the information is returned and verified as a clear record, KCU requires that those sponsors not be allowed on campus. **PLEASE MAKE EVERY EFFORT TO GET THE BACKGROUND CHECK COMPLETED BEFORE YOU ARRIVE.**



KCU Background Verification Check

The safety and security of the students and leaders in your ministry is very important to Kentucky Christian University and the Bible Bowl Tournament. KCU is unable to verify the background of every leader that comes to a summer conference. KCU mandates that you take the safety of your group as well as that of other groups attending this event very seriously. **KCU requires that you run a National Criminal and Sex Offender Background Check on every adult leader working with students.**

- 1. **Have you verified the content of a National Criminal and Sex Offender Background Check on each adult attending this event with your group?**

YES NO* *(If NO, please see the section below in the box)*

***If you answered NO to Question #1 above, KCU will require the following:**

Background checks are **MANDATORY** and should be done **BEFORE arriving at KCU**. We will have a computer available where you will be able to run, at your expense, the appropriate background check on any sponsors with your group. Until the information is returned and verified as a clear record, KCU requires that those sponsors not be allowed on campus.

- 2. **Can you verify that none of the leaders accompanying your students have had arrests or convictions of any kind on their background check?**

YES NO *(If NO, please explain and you must meet with the KCU Bible Bowl Tournament Director immediately.)*

I verify that the above information is accurate. I understand that adults who have a record cannot attend KCU Bible Bowl Tournament at Kentucky Christian University and that KCU reserves the right to remove from this event any person that in its sole opinion poses a threat to those in attendance. I agree to adhere to the requirements set by KCU.

Print Name

Signature

E-Mail

(_____)_____
Cell Phone

Church/Organization

Date