



# Spring Hill Recreation Commission

Dear Prospective Coach,

Thank you for your interest in becoming a coach in a SHRC youth sports program. Attached you will find several documents that must be completed, signed and returned to the SHRC.

The SHRC will be conducting criminal background checks on all coaches. In order for us to conduct a criminal background check, we must comply with numerous guidelines outlined in the Fair Credit Reporting Act (FCRA). Please know that we will be requesting information only as it relates to a person's criminal background. We will not be requesting any information as it relates to a person's financial background.

The SHRC will be conducting background checks for the following reasons:

- 1) To keep the safety of our children a top priority.
- 2) To make an unwelcome environment for anyone who doesn't put children's needs first.
- 3) To keep people who have a history of inappropriate behavior or who are unfit to work with children out of our organization.
- 4) To select the "best" volunteer to coach.

Coaches will be notified if they have been selected to coach. If you have any questions or comments, call the SHRC office at 913-592-2214.

Thank you again for your commitment to youth sports.

**Please return all forms to:  
Spring Hill Recreation Commission  
401 N. Madison, Rm#18 P.O. Box 26  
Spring Hill, KS 66083  
Telephone: (913) 592-2214  
Fax: (913) 592-2910      [www.springhillrec.org](http://www.springhillrec.org)**