



Illinois Youth Soccer Association

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<http://www.iysa.org>

IYSA Disclosure Statement Instructions

U.S. Soccer Federation Rule 4044 and US Youth Soccer Bylaw 214, Section 2 dated November 1994 have mandated implementation of a state-wide Risk Management Program. Part of this program requires that all individuals associated with the Illinois Youth Soccer Association (IYSA) to be subjected to legally sensitive background checks before or during the individual's involvement with the IYSA. You must use an IYSA Disclosure Statement for all volunteers, employees, coaches and program administrators who are involved with any sanctioned or sponsored program of the IYSA, identify a Risk Management Coordinator (RMC) and an alternate for your organization, and follow the IYSA Risk Management Policy procedures.

1. Follow procedures described in the IYSA Risk Management Policy.
2. Do not send your IYSA Disclosure Statements to the IYSA.
3. Select your own organization's Risk Management Coordinator (RMC) to whom the Disclosure Statements will be distributed and through whom this Policy will be implemented. This person must safeguard this information.
4. Make sure that your organization's directors, employees, coaches, volunteers and independent contractors have submitted a completed, endorsed IYSA Disclosure Statement to your RMC.
5. Have your board of directors determine if they want to conduct a police check on every person or to do a random police check. Document your procedure in your minutes.
6. You may submit the Disclosure Statements to your community police. Most community police will do the police check as a courtesy at no cost to protect the children.
7. If your community police is not cooperative, contact the State Police at 815/740-5160, the Department of Children & Family Services (DCFS) or other agency.
8. If a person indicates yes to being convicted of a violent crime or a crime against a person, or from other negative information received through a background check and wishes to remain in your programs, your organization's RMC must assemble a committee to conduct a hearing with the individual to determine if this person should be excluded from participation in your programs.
9. If your organization's Risk Management Committee, after a fair hearing, has determined that the person should be excluded from your programs and the individual wants to remain in your programs, then and only then do you refer this case to your League's RMC. After a fair hearing with the League's RMC has determined that the person should be excluded from your programs and the individual wants to remain in your programs, then and only then does the League refer this case to the IYSA RMC.
10. Once you have conducted the background checks, submit your organization's certification to your League who in turn will send a League certification to the IYSA; see below.
11. Ensure that the executed and signed Disclosure Statements are maintained in the strictest of confidence by your organization.
12. The disclosure statement will have continuing validity unless an individual has been convicted within the preceding year of a violent crime or a crime against a person. In such case, the individual must resubmit an updated IYSA Disclosure Statement.
13. Call the IYSA if you have any questions.

Please complete, sign and return the below listed Certification to your league office!
Upon receipt of all club certifications, the League will send its certification to the IYSA Office.

Organization Certification

I, the undersigned representative of _____ (club or league), after application of the stringent standards espoused by the Illinois Youth Soccer Association, do hereby certify that all of the individuals in the list that follows, ie (re: all affected persons listed in the Statement of Position, paragraph 2, a thru f) are fit to participate in any and all IYSA affiliated/sponsored programs. risk man procedure

Print Representative's Name/Title

Signature

Date