



2024 SUMMER YOUTH WEEKS



BACKGROUND CHECK POLICY

Please read the following background check policy information below, issued by John M. Butler, Executive Leader of Business Services for the Baptist State Convention of North Carolina. The forms mentioned can be found in this document.

To: Churches providing volunteers for events for children, youth or developmentally challenged adults

From: Baptist State Convention of North Carolina (BSCNC)

Date: All 2024 camps and conferences

Background checks on all adults — anyone under age 18 cannot be a volunteer from a church or chaperoning a group — who will be chaperoning, participating in group activities or accompanying children, youth or developmentally challenged adults from your church to BSCNC events are a necessary part of protecting them and your church. The Baptist State Convention believes that you, as a church, need to know that you are doing everything you can to protect the children, youth and developmentally challenged adults of your church and also the assets of your church. We hope that you have already put in place a policy that requires background checks for anyone working with children from infants up to those who have reached age 18, and developmentally challenged adults.

The Baptist State Convention must have a form from your church on adults who are attending or working at such events. We have formatted a sheet on which you can list people who have had background checks and are cleared to work or chaperone. It will be the responsibility of your church to get the background checks completed on all adults going with your group at least one week before departure. Any adult from your church working or chaperoning children, youth or developmentally challenged adults whose name is missing from this sheet will not be allowed to stay on the premises where the event is held or to work with the event in any capacity. This must be done for the protection of all attendees, your church and the BSCNC.

Your church can choose any background company that you like. The BSCNC realizes that if you have not done background checks in the past, you may need to get in touch with a reputable company. At the BSCNC, we have used FirstPoint Resources in Greensboro, N.C. **Here is a list of other background check companies: GuideOne, Shelby Systems, ProtectMyMinistry, BackgroundChecks.com, SecureSearch, and MinistrySafe.**



2024 SUMMER YOUTH WEEKS



Scott Hall, manager of FirstPoint Resources, is a Baptist and attended Caswell as a youth. Scott has told the BSCNC that he will give churches a special rate of **\$10 per person** for a criminal background check and a sexual misconduct check. FirstPoint does charge a **one-time \$25 set-up fee** and FirstPoint requires an on-site inspection to be sure that the information you receive is safe-guarded both for the potential volunteers and for your church's security. FirstPoint will arrange with your church for the on-site inspection. **Questions should be directed to Diane Smith at FirstPoint** – not the Baptist State Convention.

Scott and Diane have asked the Baptist State Convention to emphasize that FirstPoint needs time to set up your account and complete the background screening reports. You cannot call them on Wednesday or Thursday to set up a new account before volunteers are leaving on Sunday or Monday to go to camp or a Deep Impact event and expect to have the reports back. Please contact them to **set up your new account at a minimum of 30 days before your volunteers leave for camp. Then, FirstPoint should be able to process the background checks within a 6-to-10-day time frame.**

For those who routinely drive to such events, you may want to also include a driving record — that would be an additional expense. If you would like to use FirstPoint, you must call Diane Smith directly at (800) 288-7408 ext. 3017 or email at DGSmith@firstpointresources.com to set up an account for your church. Please identify yourself as a church that received the letter from the BSCNC regarding adults helping at events for children, youth or developmentally challenged adults.

Thank you for your cooperation. Again, I remind you that you can choose any company you wish to do the background checks. However, the names of all adults attending these events must appear on the form to be presented to registration when your group arrives at the site of the event. **Otherwise, the adults who accompany your church group will not be allowed to remain on campus!**



2024 SUMMER YOUTH WEEKS



Form to be taken to Caswell for Summer Youth Weeks and given at Check-In.

The following people from

_____ (Name of Church)

located at

_____ (Street Address) (City, State) (Zip)

have been cleared by background check — performed by a professional company — to accompany, chaperone and/or work with children, youth or developmentally challenged adults at North Carolina Baptist Assembly during the week of _____.

Any person who is found to have criminal convictions related to sexual offenses shall in no case be permitted to serve in any capacity at BSCNC events.

Name of Adult	Indicate what each person is doing, such as chaperoning, driving, leading Bible study, overseeing activities, etc.

Use more than one sheet if necessary.

Certified by signature of church pastor, chairman of deacons, head of personnel committee or other church staff or member.

Position in Church: _____

Printed Name: _____

Signature: _____ Date: _____