

## **POLICY REGARDING VOLUNTEER COMPLIANCE WITH CALIFORNIA ASSEMBLY BILL 506 OF 2021**

### **1. Purpose:**

**1.1.** The purpose of this policy is to ensure compliance with California Assembly Bill 506 of 2021 (AB-506) (formally referred to as California Business and Professions Code Section 18975), which was enacted in order to prevent child abuse and neglect with respect to California youth service organizations. AB-506 requires training, fingerprinting and background checks for individual's to whom the law applies, and requires the implementation of policies designed to further the goal of prevention of child abuse and neglect. Employees and Administrators, as defined below, are also required to comply with this law, and are subject to separate compliance policies implemented through the Anaheim Futbol Club.

### **2. Definitions:**

**2.1. AB-506** means California Assembly Bill 506 of 2021, which is formally referred to as California Business and Professions Code Section 18975.

**2.2. Employee** means an individual hired for a paid position at the Anaheim Futbol Club, including paid administrators.

**2.3. Administrator** means an individual holding an executive position at a Council with a fiduciary duty to the organization, whether or not such individual is serving in a paid or volunteer role, such as a board member. A member of an advisory committee is not, solely by virtue of that role, an Administrator.

**2.4. COR** means the Custodian of Records.

**2.5. Anaheim Futbol Club** means the entity responsible for compliance with AB-506.

**2.6. Regular Volunteer** means an individual 18 years of age or older who volunteers is or her time and has direct contact with, or supervision of, minors for more than 16 hours per month or 32 hours per year.

### **3. Overview of the Law:**

**3.1. AB506** was enacted in order to prevent any individual with a child abuse or neglect background from interacting closely with children or supervising children, as well as requiring the reporting of any suspected child abuse or neglect.

### **4. Individuals to Whom the Law Applies:**

**4.1.** AB-506 applies to all California youth service organizations.

**4.2.** AB-506 applies to Administrators, Employees and Regular Volunteers, all of whom must complete additional training and undergo a background check as detailed in this policy.

**4.3.** AB-506 defines Regular Volunteer as a "volunteer . . . who is 18 years of age or older and who has direct contact with, or supervision of, children for more than 16 hours per month or 32 hours per year." If you know that you will spend more than

16 hours in any given month, or 32 hours in a year, in direct contact with, or supervising children, then you qualify as a Regular Volunteer. Anaheim Futbol Club policy requires that every individual in California who qualifies as a Regular Volunteer comply with AB-506. The Anaheim Futbol Club understands that it may not be obvious in all circumstances whether you qualify as a Regular Volunteer, and provides the following guidelines.

#### **4.4. A Regular Volunteer includes:**

**4.4.1.** All Registered Adult Volunteers, including volunteers for the Anaheim Futbol Club.

**4.4.2.** Volunteer staff members, whether paid or unpaid.

**4.4.3.** Board Members

**4.4.4.** Individuals/parents/guardians who volunteer at: event; or (b) recurring activities and/or events where the individuals are in charge of children other than their own.

**4.4.5.** Individuals/parents/guardians responsible for transporting player, other than their own children, to Anaheim Futbol Club or unit events. If your team organizes carpooling to an outing, activity, and/or meeting, the drivers and adult passenger(s) are considered Regular Volunteers.

**4.4.5.1.** Carpooling is considered “organized by the Anaheim Futbol Club” if the unit leaders (1) identify or arrange the drivers and participants in the carpool; and (2) provide any type of direction or control over the transportation, even if such direction or control is limited.

**4.4.5.2.** Carpooling organized by individuals/parents/guardians on their own initiative does not make those individuals Regular Volunteers even if the Anaheim Futbol Club is aware that the individuals/parents/guardians are setting up transportation to a meeting or an event.

**4.4.6.** Individuals/parents/guardians who anticipate supervising players on an ongoing basis, regardless of the total hours spent. The Anaheim Futbol Club wants to ensure that any ongoing supervisory activities do not exceed the hours minimum established by AB-506.

**4.4.7.** Any volunteer designated as a Regular Volunteer by a Anaheim Futbol Club committee.

#### **4.5. The following individuals are not normally considered a Regular Volunteer:**

**4.5.1.** Individuals/parents/guardians who are merely attending events as spectators or guests, including fundraisers, games, training, ceremonies or meetings.

**4.5.2.** Individuals/parents/guardians who organize amongst themselves to carpool without Anaheim Futbol Club oversight or involvement.

**4.5.3.** Players who are current players in Anaheim Futbol Club activities and therefore not volunteers, even if over the age of 18.

**4.5.4.** Individuals/parents/guardians providing minimal assistance at an event, such as assisting with clean-up after a meeting on an infrequent basis.

**4.6.** Should you have any questions regarding whether you need to undergo a background check and complete training, please reach out to your Anaheim Futbol Club Director. You are free at any time to comply whether or not you qualify as a Regular Volunteer.

**4.7.** The Anaheim Futbol Club will notify you if it believes you qualify as a Regular Volunteer and are subject to the requirements of AB-506. If you are so notified, you must comply with the requirements below in order to continue serving as a volunteer.

**4.8.** You should contact your Anaheim Futbol Club director if you believe that you are subject to AB-506, but are not specifically notified by the committee or identified in the above list, or if you are unsure as to whether you qualify as an Administrator, Employee or Regular Volunteer subject to AB-506.

## **5. Training:**

**5.1.** AB-506 requires Administrators, Employees and Regular Volunteers to complete training in child abuse and neglect identification and reporting. The training is available at: <https://mandatedreporter.ca.com/training>.

**5.2.** Employees and Administrators are required to complete the “**General Training**”, which lasts for four hours, available at <https://mandatedreporter.ca.com/training/general-training>

**5.3.** Volunteers, including but not limited to those providing administrative support who qualify as Regular Volunteers, as well as those individuals identified in **Section 4.4**, are required to complete the “**Volunteer Training**”, which lasts for two hours.

**5.4.** If you are unsure as to whether you should complete the “**General Training**” or “**Volunteer Training**”, contact your Anaheim Futbol Club Director for further guidance.

**5.5.** At this time, AB-506 only requires individuals to complete training once.

## **6. Fingerprinting:**

**6.1.** AB-506 requires Administrators, Employees and Regular Volunteers to undergo fingerprinting and background checks. Instructions on how to submit fingerprints and background checks are available from the Anaheim Futbol Club.

**6.2.** Step-by-step instructions on how to complete the **Request for Live Scan Service** form, as well as copies of the form itself, are available from the Anaheim Futbol Club.

**6.3.** The COR, appointed by the Anaheim Futbol Club, will receive and review the background check results. All results will be kept strictly confidential. Additional information can be found in the **Policy on Serving as Custodian of Records Pursuant to California Assembly Bill No. 506 of 2021**.

**6.4.** The volunteer will bear the cost of the fingerprinting and background check.

## **7. Policy:**

**7.1.** AB-506 requires California youth service organizations to implement policies and procedures to ensure: (1) the reporting of suspected incidents of child abuse to outside organizations; and (2) the

presence of mandated reporters when administrators, employees or volunteers are in direct contact with, or supervising, children.

**7.2.** AB-506 requires commitment to policies and procedures regarding child abuse prevention and reporting. The Anaheim Futbol Club mandates that all persons involved in the Anaheim Futbol Club must immediately report to local authorities any good-faith suspicion or belief that any child is or has been physically or sexually abused; physically or emotionally neglected; exposed to any form of violence or threat; or exposed to any form of sexual exploitation including the possession, manufacture, or distribution of child pornography, online solicitation, enticement, or showing of obscene material. No person may abdicate this reporting responsibility to any other person.

## **8. Portability:**

**8.1.** Individuals undergoing a background check pursuant to AB-506 will be required to complete and return a Background Check Consent Form in addition to any form(s) required by the agency conducting the background check.

**8.2.** Once individuals have given their express written consent, to the extent necessary, the Anaheim Futbol Club COR will be permitted to share with Anaheim Futbol Club whether that individual is authorized to participate in Anaheim Futbol Club activities pursuant to AB-506. Upon the express written consent of each individual, the Anaheim Futbol Club COR is also authorized to share information necessary with a designated individual at Anaheim Futbol Club.

**8.3** Anaheim Futbol Club to obtain guidance when evaluating background check results. The designated individual at Anaheim Futbol Club headquarters will maintain the confidentiality of that information.

## **9. Employees:**

9.1. Employees are subject to the requirements of AB-506. With respect to these individuals, training and fingerprinting will be conducted as part of your onboarding or for existing employees as determined by the Anaheim Futbol Club Director. Employee compliance is controlled by separate policies administered by the Anaheim Futbol Club.

## **10. Questions:**

10.1. Should you have any questions about AB-506 or this policy, please reach out to your Anaheim Futbol Club Director.