



RICHMOND JETS MINOR HOCKEY ASSOCIATION

SCREENING POLICY

Screening Policy

1. All Team Officials must complete an initial Vulnerable Sector Criminal Records Check before they participate in any practices or games.
2. All applicants for volunteer or paid positions which interact with children must complete an initial Vulnerable Sector Criminal Records Check.
3. A police service may decline to perform a search when it determines an employee or volunteer does not meet the criteria of actively in positions of trust or authority under the auspices of the Criminal Records Review Act. If the police service refuses to do the Vulnerable Sector Criminal Records Check RJMHA will follow the advice of the local Police.
4. All Team Officials and on-ice volunteers, contractors or employees must complete a Vulnerable Sector Criminal Records Check every three years following the initial clearance. This is a mandatory and on-going condition of contracting or volunteering.
5. Any Team Official away from the organization for more than one year is required to complete a new Vulnerable Sector Criminal Records Check.
6. Should the Vulnerable Sector Criminal Records Check identify a risk, the applicant will not be permitted to be Team Official, on-ice volunteer, contractors or employee.
7. Delay Management
 - a. RJMHA realizes that in some cases there may be delays in receiving the results of the requested Vulnerable Sector Criminal Records Check and in cases of non-Team Officials will take the following steps:
 - i. Applicants must immediately complete a Vulnerable Sector Criminal Records Check
 - ii. The prevention guidelines outlined within the Respect in Sport curriculum must be made standard practice and all volunteers should be made aware of these guidelines.
 - iii. Ensure clear position descriptions. Responsibilities and roles as well as do's and don'ts can be clearly identified in these descriptions.

- iv. Ask for, and follow up on references which will help to determine a person's character. This can be done for all Contractors and volunteers being recruited.
- v. Follow up with program participants. Regular contact with participants and family members can act as an effective deterrent to someone who might otherwise do harm. Contractors and volunteers should be made aware of any follow-up activities that may occur. These could include spot checks for volunteers in high-risk positions, especially any awaiting the results of their VSV and/or Criminal Records Check/Local Police Check.