

# Screening and Training Matrix



Training and Screening is listed below. For all roles, orientation should be provided for the role and the Organization's policies and procedures.

## Level 1 – Low Risk

Examples of roles that are considered <b>Level 1 – Low Risk</b>	Training Recommended/Required	Screening Requirements
<ol style="list-style-type: none"> <li>1. Ringette Alberta (RAB) or Member Association (MA) staff (except those dealing with finance who would be considered Level 2 – High Risk)</li> <li>2. RAB or MA volunteer Board of Directors (except the Treasurer or any position with signing authority for finances which is Level 2 – High Risk category)</li> <li>3. Members of Committees appointed by RAB and/or a MA</li> <li>4. Course Facilitators/ Instructors not presently on a Team staff or registered as an official (Level 2 – High Risk)</li> </ol>	<p><b>Required for Member Associations:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">True Sport Declaration</a> by the MA and all its board members</li> <li>• <a href="#">Nine Principles of Good Governance</a> – training completed by at least 2 board members from each MA</li> </ul> <p><b>MA must also provide:</b></p> <p><b>Staff (#1)</b> – Job descriptions outlining the requirements for each position to be an eligible candidate</p> <p><b>Board or Committee volunteers (#2 or 3)</b> – job descriptions or terms of reference to describe the requirements to be eligible for a role</p> <p><b>Recommended for individuals (#1-#4)</b></p> <ul style="list-style-type: none"> <li>• <a href="#">CAC Safe Sport Training</a> OR</li> <li>• <a href="#">Respect in Sport for Activity Leaders</a><sup>^</sup></li> </ul> <p><b>Other/Optional:</b></p> <ul style="list-style-type: none"> <li>• Whatever instruction that is required or optional to Staff and Organizational Participants depending on the role as determined by RAB or the MA</li> <li>• <a href="#">Non-profit learning webinars</a></li> </ul> <p><sup>^</sup>Respect in Sport for Activity Leaders is considered interchangeable with Safe Sport Training, though Safe Sport is recommended because it's free.</p>	<ul style="list-style-type: none"> <li>• Participate in training, orientation, and monitoring as determined by RAB or the MA depending on which organization the role is with.</li> </ul> <p><b>As part of their RAMP Registration:</b></p> <ul style="list-style-type: none"> <li>• Complete a Conflict of Interest and Confidentiality Agreement.</li> <li>• Complete Application and Screening Disclosure Form</li> </ul>

# Screening and Training Matrix



## Level 2 – High Risk

Examples of roles that are considered <b>Level 2 – High Risk</b>	Training Recommended/Required:	Screening Requirements include Level 1 plus:
<p>a) Registered adult team staff, including head coaches, assistant coaches, managers, trainers, and on-ice helpers, if applicable.</p> <p>b) Non-team staff or volunteers if they might be alone with athletes</p> <p>c) Board of Directors, Committee volunteers, or team staff (manager/treasurer) who manage finance</p> <p>d) Officials/Officials Supervisors</p> <p>e) Athlete support personnel* including but not limited to: specialized coaches, subject matter experts, presenters, contractors, activity facilitators, etc.</p> <p>*Athlete support personal must always be under direct supervision of a registered adult team staff member</p>	<p><b>Registered adult team staff (a):</b> review the <a href="#">Team Staff Policy (#10)</a> and visit our <a href="#">Team Staff Requirements</a> page.</p> <p><b>Officials/Officials Supervisors (d):</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Safe Sport Training</a> OR <a href="#">Respect in Sport for Activity Leaders</a>^</li> </ul> <p>If not required by the Team Staff Policy based on role, or as above for Officials, <b>recommended for individuals (a-e):</b></p> <ul style="list-style-type: none"> <li>• <a href="#">Safe Sport Training</a></li> <li>• <a href="#">Respect in Sport for Activity Leaders</a>^</li> <li>• <a href="#">Keeping Girls in Sport</a></li> <li>• <a href="#">Commit to Kids for Coaches</a></li> <li>• <a href="#">Understanding the Rule of Two</a></li> <li>• <a href="#">Making Head Way in Sport</a></li> </ul> <p>^Respect in Sport for Activity Leaders is considered interchangeable with Safe Sport Training, though Safe Sport is recommended because it's free.</p>	<p>Any/all roles with <b>direct athlete contact, interaction with minors, and/or power imbalances (a, b, d):</b></p> <ul style="list-style-type: none"> <li>• Vulnerable Sector Check (VSC) – this type of check includes a Criminal Record Check.</li> </ul> <p>Any roles <b>pertaining ONLY to finance (c):</b></p> <ul style="list-style-type: none"> <li>• Criminal Record Check (CRC) only, no VSC required.</li> </ul> <p>If requested by RAB or the MA (depending on which organization the role is with):</p> <ul style="list-style-type: none"> <li>• Provide a driver's abstract</li> <li>• Provide one letter of reference related to the position</li> </ul>