Team Staff Requirements **(Can these links be put behind graphics from owha website or something like that**

Team Official Qualifications Requirements

<https://cloud.rampinteractive.com/whaontario/files/Coaches/OWHA%20TEAM%20OFFICIAL%20QUALIFICATION%20REQUIREMENTS%20%20%28Aug%204%202021%29%20V4.pdf>

OWHA Clinics 2021

<https://www.owha.on.ca/content/coaching-clinics>

**Police Check**

According to GKGHA and OWHA Policy: all team staff who will be behind the bench, on the ice, or in the dressing room - or in contact with players at any other times or locations - needs to submit a clear police records check, including vulnerable sector screening. This includes all coaches, assistant coaches, trainers, managers, and dressing room supervisors. Any team staff member without a current police records check and vulnerable sector screening will be prohibited from being in the dressing room, behind the bench, or on the ice. The ONLY exception to this rule is for those staff members who have submitted a police check request and are awaiting the results.

A new Police Background Check with Vulnerable Sector Screening must be completed every 3 seasons. Once submitted, your police check is good for the current season (or the season about to begin), plus the next two seasons. If your police check is still valid, a new [Criminal Offense Declaration](https://cloud.rampinteractive.com/bwhaca/files/Forms/BWHA%20Criminal%20Offense%20Declaration.pdf) must be submitted before each season.

**If you require a new police check**

Please click on the following links for information on how to do a online or in person request for police check.

Kingston Police

<https://www.kingstonpolice.ca/en/services-and-reporting/background-check.aspx>

Ontario Provincial Police

<https://www.opp.ca/index.php?id=115&entryid=56a1276d8f94acdb5824a3d7>

## If you have a current or new police check

* Upload the SCANNED version of your completed police check to to your volunteer profile on the Ramp Registration system. The scan must clearly show both sides of all pages. If your police check includes an embossed seal, the seal must be visible on the scan. If you submit a scanned version of your police check you must keep the original and be willing to immediately provide the original document to the Association upon request.
* If you have questions, please contact

Police checks uploaded into RAMP are valid for 3 seasons - the season in which they were submitted for, and the next two seasons.

After the first year, an annual Criminal Offense Declaration is required to be completed and signed before the second and third season. Once you have completed the Criminal Offense Declaration, you can drop it off at the GKGHA mailbox at Invista.

<https://cloud.rampinteractive.com/fgha/files/Forms/OWHA_CRC_Form.pdf>