



ST. CATHARINES MINOR BASEBALL ASSOCIATION

Request for Police Record Check

INTRODUCTION

St. Catharines Minor Baseball Association is a not-for-profit organization for the sport of baseball located in St. Catharines, Ontario and is requesting a Vulnerable Sector Check for

[individual's full name]

who identifies as a

[gender identity]

and who was born on

[birthdate (DD/MM/YYYY)]

DESCRIPTION OF ROLE

[individual's full name]

will be acting as a

[individual's role]

In this role, the individual may have access to vulnerable individuals. This individual is considered a volunteer who is someone that performs a service but who receives no compensation for doing so.

CONTACT INFORMATION

If more information is required, please contact the Screening Committee Chair:

Tara

Becevel

safesport@stcatharinesbaseball.ca

FIRST NAME

LAST NAME

EMAIL ADDRESS

St. Catharines Minor Baseball Association

Tara Becevel

Signature

April 4, 2025

Date



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Coach: SCMBA coaches are responsible for the team as a whole. They instruct players on the strategy of the game and improve skills required to safely and effectively play baseball. Coaches may be present during practices & game days. Coaches for SCMBA include Rally Cap House League Coach, Interlock House League Coach, Select Coach, and Rep Coach. Duties include:

- **Team management:** Creating rosters and assigning positions for games, providing guidance from the bench during games, consulting with officials as required, ensuring the team works as a cohesive unit and mitigating conflicts.
- **Training:** Designing and facilitating practices, instructing players on game strategy during practices, creating drills to improve on skill sets.
- **Injury prevention and risk management:** Creating a safe space for all involved, ensuring all individuals are participating in a safe manner, ensuring required equipment is worn properly and not in disrepair, ensuring players are playing at an appropriate level, reporting of injuries to SCMBA.

Coaches may fall under one of the categories of *Coaches may also fulfill the duties of trainers as listed below.*

Trainer: SCMBA trainers focus on the health and well-being of the staff and players, including injury prevention, treatment, and rehabilitation, while also working with medical professionals to ensure athletes are ready to compete.

Duties include:

- **Injury Prevention:** Developing and implementing programs to reduce the risk of injuries, such as strength and conditioning programs, flexibility exercises, and proper training techniques.
- **Injury Treatment:** Providing immediate care for injuries sustained during games or practices, including first aid, splinting, and referral to medical professionals.
- **Rehabilitation:** Designing and overseeing rehabilitation programs to help players recover from injuries and return to full athletic capacity.
- **Collaboration with Medical Professionals:** Working closely with team physicians, surgeons, and other medical staff to ensure the best possible care for injured players.
- **Player Education:** Educating players about injury prevention, proper training techniques, and the importance of nutrition and hydration.
- **Safety:** Ensure that equipment is worn properly and not in disrepair, ensure the rules of the game are being followed to prevent injury.

Board Member: SCMBA board members focus on overseeing and managing the operations of the association.

Duties include:

- **Governance & Leadership:** Establish and uphold the association's mission, vision, and policies; ensure compliance with league, provincial, and national baseball regulations; develop and enforce the association's bylaws and rules; and attend and actively participate in board meetings.
- **Financial Oversight:** Approve and oversee the annual budget; monitor fundraising efforts, sponsorships, and financial health; and ensure proper use of association funds and maintain transparency.
- **Operations & Program Management:** Organize and manage leagues, tournaments, and special events; oversee player registration and team formation; ensure proper scheduling of games, practices, and facilities; and manage umpire and coaching assignments.
- **Player & Coach Development:** Implement coaching guidelines and training programs; ensure fair and inclusive opportunities for players; and promote safety, sportsmanship, and skill development.
- **Community & Public Relations:** Serve as a liaison between the association and parents, coaches, and partner organizations; develop partnerships with sponsors and community stakeholders; and promote the association through social media, websites, and local events.
- **Facilities & Equipment Management:** Ensure proper maintenance of fields and facilities; oversee procurement and distribution of uniforms and equipment; address any safety concerns related to facilities and playing conditions; and ensure compliance.
- **Conflict Resolution & Discipline:** address disputes involving players, parents, coaches, and officials; enforce the association's code of conduct and disciplinary actions as needed; and mediate conflicts and ensure fair resolution.



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In Ontario, the Police Record Checks Reform Act, 2015 (PRCRA) governs the types of police record checks that can be conducted for screening purposes such as employment or volunteering. The Act authorizes different types of police record checks.

1. **Police Criminal Record Check** - the search will include:
 - Criminal convictions, from CPIC and/or local databases
 - Summary convictions (previous 5 years) when identified
 - Findings of guilt under the Youth Criminal Justice Act within the applicable disclosure period
2. **Police Criminal Record and Judicial Matters Check** - the search will include:
 - Criminal convictions, from CPIC and/or local databases
 - Summary convictions (previous 5 years) when identified
 - Outstanding entries, such as charges, warrants, judicial orders, peace bonds, probation and prohibition orders
 - Findings of guilt under the Youth Criminal Justice Act within the applicable disclosure period
 - Absolute and Conditional Discharges (for 1 or 3 years respectively)
3. **Police Vulnerable Sector Check** - the search will include:
 - Criminal convictions, from CPIC and/or local databases
 - Summary convictions (previous 5 years) when identified
 - Outstanding entries, such as charges, warrants, judicial orders, peace bonds, probation and prohibition orders
 - Findings of guilt under the Youth Criminal Justice Act within the applicable disclosure period
 - Absolute and Conditional Discharges (for 1 or 3 years respectively)
 - Dispositions of not criminally responsible by reason of mental disorder (previous five years)
 - Where it meets the exceptional disclosure assessment, non-conviction dispositions including, but not limited to, withdrawn and dismissed charges
 - Record suspensions (formerly known as pardons) as authorized for release by the Minister of Public Safety