



St.Marys Ringette Association Policy

Policy Title: Screening of Volunteers
Date revised: October 2016
Date reviewed: March 30 2020

Purpose: St Marys Ringette Association has a legal, ethical, and moral duty of care to its players. As such we have develop this policy to ensure through and careful screening of the people who work directly with them.

This document formally establishes the policy and process for Police Vulnerable Sector Checks for St. Marys Ringette Association Board Members, Coaches, Trainers and Managers.

Application:

All members of the St. Marys Ringette Association Executive Board, Coaches, Trainers and Managers are required to complete a Vulnerable Sector Check once every three years. Copies of vulnerable sector checks completed for other organizations (schools, hockey, etc) are also acceptable.

In the case where a volunteer's employment requires regular completion of a vulnerable sector check (i.e. School Board Employee), a copy of the completed check or a signed letter of assurance from their employer stating that one has been completed, without issue, including the valid date will be acceptable.

If not current or already on file, copies of the completed vulnerable sector checks are to be provided to the Secretary by November 1st. If they are not received the coach, trainer or manager will be ineligible to be listed on the TRF and will be ineligible to participate on the bench until such time as it has been received.

PROCEDURE

In order to complete the Police Vulnerable Sector Check you must have Agency/Organization Letter indicating that you require having the check completed to be a volunteer with SMRA. This letter may be obtained from the President.

The form found in the following link, must then be completed, and provided to your county OPP detachment, along with your organization letter, and two pieces of appropriate identification.

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

Completed checks can then be provided to the Secretary. They are maintained as confidential information, and only used for the purposes of the St. Marys Ringette Organization.

If the date of validity of your last check is unknown, volunteers may contact the Secretary directly to obtain to determine if they require an update.