



SCREENING POLICY

Volunteer screening is one of the core ways that we at Alberta Cricket Council create a fun, safe environment for children, youth, and adults. Volunteer screening helps us to ensure that anyone interacting with youth knows their responsibilities; supports Alberta Cricket Council's mission and principles; and has the training needed to succeed in their role.

Definitions

1. The following terms have these meanings in this Policy:
 - a) "*Police Information Check*" – A search of the RCMP criminal records database to determine whether the individual has a criminal record
 - b) "*Vulnerable Sector Verification*" – A secondary part of the Police Information Check, for individuals who are volunteering in a vulnerable sector (such as with minor athletes or persons with a disability), which also searches for the existence of any pardoned sex offences and/or charges
 - c) "*Personnel*" – Alberta Cricket Council (ACC) personnel include members and volunteers whose position with ACC is one of trust or authority which may relate to finances or to young people or people with a disability. Alberta Cricket Council Personnel may require to obtain a Police Information Check with Vulnerable Sector Verification (PIC-VSV). Personnel include, but are not limited to, coaches, managers, members of executive committee, chaperones and other volunteers

Purpose

2. Alberta Cricket Council understands that screening personnel and volunteers is a vital part of providing a safe sporting environment for athletes. Like many sport organizations, Alberta Cricket Council requires its Personnel who interact with vulnerable athletes to be vetted through obtaining a Police Information Check with Vulnerable Sector Verification (PIC-VSV) and completing a Screening Disclosure Form.

Application of this Policy

3. Alberta Cricket Council will identify Personnel who based on their role may require screening through a PIC-VSV and a Screening Disclosure Form. ACC will determine which Designated Categories of Personnel will be subject to screening.



4. PIC-VSVs and Screening Disclosure Forms are required for the following “Designated Categories” who work closely with athletes and who occupy positions of trust and authority within Alberta Cricket Council:
 - a) Coaches
 - b) Team Managers and Chaperones
 - c) Employees
 - d) Board of Directors or potential Directors of Alberta Cricket Council

Policy

5. It is Alberta Cricket Council's policy that:
 - a) Personnel in Designated categories may be screened using PIC-VSV and the Screening Disclosure Form. There will be no exceptions.
 - b) Failure to participate in the screening process as outlined in this policy will result in ineligibility of the individual.
 - c) Alberta Cricket Council will not knowingly place in a Designated Category an individual who has a conviction for a '**relevant offence**', as defined in this policy.
 - d) However, where the Screening Committee is of the opinion that, notwithstanding a conviction for a relevant offence, a person can occupy a position in a Designated Category without adversely affecting the safety of Alberta Cricket Council, an athlete or member of Alberta Cricket Council through the imposition of such terms and conditions as are deemed appropriate, the Screening Committee may approve a persons' participation in a Designated Category.
 - e) If a person in a Designated Category is charged with or subsequently receives a conviction for, or is found guilty of, a relevant office, they will report this circumstance immediately to Alberta Cricket Council.
 - f) If a person in a designated position provides falsified or misleading information, that person will immediately be removed from their Designated Position and may be subject to further discipline in accordance with Alberta Cricket Council's Discipline and Complaints Policy.

Screening Committee

6. The implementation of this policy is the responsibility of the Screening Committee of Alberta Cricket Council which is a committee of three (3) to five (5) members appointed by, and at the sole discretion of Alberta Cricket Council. ACC will ensure that the members appointed to the Screening Committee possess the requisite skills, knowledge and abilities to accurately assess PIC-VSV and the Screening Disclosure Form and render decisions under this Policy. Quorum for the Screening Committee will be three members.
7. Alberta Cricket Council may, in its sole discretion, remove any member of the Screening Committee. Where a position on the Screening Committee becomes vacant, either



because a member has been removed or because a member has resigned, ACC, at its sole discretion, will appoint a replacement member.

8. The Screening Committee will carry out its duties, in accordance with the terms of this policy, independent of the Board of Directors.
9. The Screening Committee is responsible for receiving and reviewing all PIC-VSV and the Screening Disclosure Forms and, based on such reviews, making decisions regarding the appropriateness of individuals filling positions in Designated Categories within Alberta Cricket Council. In carrying out its duties, the Screening Committee may consult with independent experts including lawyers, police, risk management consultants, volunteer screening specialists or any other person.
10. The decisions of the Screening Committee are final and binding and will be effective upon notice being sent to the individual by e-mail to his/her last known email address on record with Alberta Cricket Council.

Relevant Offences

11. For the purposes of this Policy, guidelines and examples of a 'relevant offence' is any of the following:
 - a) If imposed in the last five years:
 - i. Any offence involving the use of a motor vehicle, including but not limited to impaired driving.
 - ii. Any violation for trafficking and/or possession of drugs and/or narcotics.
 - iii. Any offence involving conduct against public morals.
 - b) If imposed in the last ten years:
 - i. Any crime of violence including but not limited to, all forms of assault.
 - ii. Any offence involving a minor or minors.
 - c) If imposed at any time:
 - i. Any offence involving the possession, distribution, or sale of any child-related pornography.
 - ii. Any sexual offence involving a minor or minors.
 - iii. Any offence involving theft or fraud.

Obligations

12. This Policy does not prevent any ACC member from conducting their own additional screening mechanism and Alberta Cricket Council supports any additional Club screening measures to ensure a safe and positive sporting environment.