

Policy [6]. [Police Record Checks]

Reviewed by: Rankin MacDonald

Dorchester Minor Hockey Association requires that individuals involved on the ice or in dressing rooms with minors and who handle team or association funds, including, but not limited to, all bench staff, on-ice helpers and members of the executive, undergo a police criminal record and vulnerable sector check as per OHF and OMHA guidelines and provide a copy of the checks acceptable to the association by a date to be set by the executive annually. A criminal record/vulnerable sector check accepted by the association may continue to be acceptable for not more than three seasons immediately following the date of the original check, provided that the volunteer fully and accurately completes and submits to DMHA an acceptable and accurate Criminal Offence Declaration each season.

Head coaches shall provide completed and acceptable checks or declarations no less than 7 days prior to the start of the association's tryouts (for representative team coaches) or local league evaluations (for local league coaches). All other bench staff, on-ice helpers, executive members and other specified volunteers shall provide completed and acceptable checks or declarations by October 15 for representative bench staff and by November 1 for Local League Bench Staff.

The head coach of each team is responsible for ensuring that the bench staff for the team have completed and submitted acceptable criminal record/vulnerable sector checks to the association by the date set by the executive. Failure to submit the required checks or declarations by the selected date will result in the suspension of the person in question pending

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Executive members are to have their vulnerable sector check or declaration completed by August 1st. Head coaches shall provide completed and acceptable checks or declarations no less than 7 days prior to the start of the association's tryouts (for representative team coaches) or local league evaluations (for local league coaches). All other bench staff, on-ice helpers, and other specified volunteers shall provide completed and acceptable checks or declarations **by August 1 or before participating in any DMHA/OMHA sanctioned activity for Representative bench staff** and by November 1 for Local League Bench Staff.

The head coach of each team is responsible for ensuring that the bench staff for the team have completed and submitted acceptable vulnerable sector checks **or declarations** to the

delivery of the check/declaration, which suspension shall be enforced by the head coach. In addition, the team will forfeit all ice times, including games and practices until the earlier of the removal of the person in question from the bench staff or the submission of a complete and satisfactory check/declaration.

The 2nd Vice President Risk Management or such other executive member as the President may delegate shall be responsible for collecting and screening (including asking for such follow up information as may be required) all record checks and declarations each season, and for maintaining records of compliance with this policy. A copy of any check or declaration received will be kept on file by DMHA until the end of the three year period of validity and will then be destroyed.

Persons who have the following convictions on their criminal record, in addition to any guidelines regarding convictions as established by OMHA and OHF, for which they have not received a full pardon, will be disqualified from being part of any DORCHESTER MINOR HOCKEY ASSOCIATION team, staff or executive:

- a. Any assault conviction within the previous 10 years;
- b. Any theft, fraud or like conviction within the previous 10 years;
- c. Any conviction relating to a breach of a position of trust; and/or
- d. Any assault, sexual assault or like conviction relating to a minor, no matter the time frame.

Every individual to whom this policy applies has a positive

association by the date set by the executive. Failure to submit the required checks or declarations by the selected date will result in the suspension of the person in question pending delivery of the check/declaration, which suspension shall be enforced by the head coach. In addition, the team will forfeit all ice times, including games and practices until the earlier of the removal of the person in question from the bench staff or the submission of a complete and satisfactory check/declaration.

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obligation to report any relevant criminal convictions and to provide the required checks and/or declarations.

The executive shall disqualify and/or suspend a volunteer who fails to provide an acceptable, valid and current criminal record/vulnerable sector check and/or current declaration and/or who has been convicted of or investigated for any other offence which may reasonably compromise the safety of DMHA members and players.

Every individual to whom this policy applies has a positive obligation to report any relevant criminal convictions and to provide the required checks and/or declarations.

The executive shall disqualify and/or suspend a volunteer who fails to provide an acceptable, valid and current vulnerable sector check and/or current declaration and/or who has been convicted of or investigated for any other offence which may reasonably compromise the safety of DMHA members and players.

Board and Membership Feedback: