

# **FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO**



## **• APPENDIX I • VULNERABLE SECTOR POLICE CHECKS POLICY**

# FEDERATION OF BROOMBALL ASSOCIATIONS OF ONTARIO

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## Appendix I – Vulnerable Sector Police Checks Policy

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As of September 2024

### AI1 STATEMENT OF POLICY

AI1.1 The F.B.A.O. recognizes that screening volunteers is a vital part of providing a safe sporting environment for under-age participants in its programs, activities, and events. The purpose of this policy is to identify individuals involved with the organization's activities who may pose a risk to the organization and its vulnerable participants.

### AI2 REQUIRED MEMBERS

AI2.1 The following F.B.A.O. members MUST present a Vulnerable Sector Police Check (V.S.P.C) or Declaration as a result of their contact and dealing with player(s) that are under 18 years of age:

- a) All F.B.A.O. Executive Officers
- b) All F.B.A.O. Regional Board of Directors
- c) F.B.A.O. Officials' Committee Chairperson
- d) F.B.A.O. Coaching Committee Chairperson
- e) F.B.A.O. Disciplinary Chairperson
- f) All Regional Executive Members
- g) All Junior League Executive Members
- h) All Senior League Executive Members
- i) All Registered Team Officials
- j) All Major and Minor Officials

### AI3 SUBMISSION PROCEDURE

AI3.1 All of the aforementioned individuals must submit a vulnerable sector police check and/or declaration by November 25<sup>th</sup>. A Vulnerable Sector Police Check will be accepted after this date provided that the submission date to the law enforcement authority is November 25<sup>th</sup> or earlier. The required member shall not be permitted to participate in events with player(s) under 18 years of age until such Vulnerable Sector Police Check is received as per AI3.1.3 and AI3.1.4. (November 2021) If one of the aforementioned individuals is under the age of 18 at the conclusion of the previous season (April 30<sup>th</sup>), they shall be exempt from this requirement.

AI3.1.1 All F.B.A.O. Executive, Regional Board of Directors, Officials' Committee Chairperson, Coaching Committee Chairperson, and Disciplinary Chairperson must submit their Vulnerable Sector Police Checks and/or Declarations to the F.B.A.O. Executive Officer in charge of maintaining the F.B.A.O. V.S.P.C. Database if it is not already handed in to a regional V.S.P.C. representative.

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- AI3.1.2 All Regional Executive Members, Junior League Executive Members, and Senior League Executive Members must submit their Vulnerable Sector Police Checks and/or Declarations to their regional V.S.P.C. representative.
- AI3.1.3 All junior team officials must submit their vulnerable sector police check and/or declaration with their team registration to their regional V.S.P.C. representative.
- AI3.1.4 All senior team officials with player(s) under 18 registered to their team must also submit a vulnerable sector police check and/or a declaration with their team registration to their regional V.S.P.C. representative to be eligible to participate in any Provincial Senior F.B.A.O. Sanctioned events.
- AI3.1.4.1 If a senior team wishes to have the opportunity to pick-up a player(s) under the age of 18 for any Provincial Senior F.B.A.O. Sanctioned event, all team officials must submit a Vulnerable Sector Police Check and/or declaration before said sanctioned event begins to their regional V.S.P.C. representative. (November 2021)
- AI3.1.5 All Major and Minor Officials must submit their Vulnerable Sector Police Checks and/or Declarations to the Officials' Committee Chairperson or Major/Minor Official Clinic Facilitator at the Major/Minor Official Clinic.
- AI3.1.6 As per B1.3.8, individuals whom have not registered as a team official by the November registration deadline must submit their Vulnerable Sector Police Check with their addition form by January 15th.
- AI3.1.7** As per B1.3.8, senior teams that wish to add player(s) under 18 years of age, may do so until January 15<sup>th</sup> of said season. Should said team's team official(s) not have the proper Vulnerable Sector Police Check, they shall submit said check as per AI3.1.4. This clearance will be accepted as long as the submission date to the law enforcement authority is January 15<sup>th</sup> or earlier. Any team official shall not be permitted in the presence of the player(s) under 18 years of age until said check is submitted as per AI3.1.4. (November 2021)

## **AI4 DECLARATIONS**

- AI4.1 In subsequent seasons, these aforementioned individuals will be required to sign a declaration stating that there are no changes. Each check will therefore be valid for a period of 3 seasons (Seasons end on April 30<sup>th</sup>). Under special circumstances, the FBAO may consider accepting an additional declaration while a submitted Vulnerable Sector Police Check is pending with a provincial law enforcement agency.

## AI4 INDIVIDUALS WITH CRIMINAL RECORDS

- AI4.1 Individuals with a criminal record will have a supplementary information sheet attached to their dated and sealed Vulnerable Sector Police Check from the police detachment who completed the check, which must be submitted to the F.B.A.O. Individuals with such criminal code convictions or charges pending for subsequent offences may not be eligible to hold the above positions.
- AI4.2 Individuals with outstanding *Criminal Code* convictions, within five (5) years, for subsequent offences, will not be accepted for any of the above positions:
- Physical assault, assault with a weapon, or threats to a third party or causing bodily harm
  - Using firearms in the commission of any offence
  - Possession, possession for purpose of trafficking or production of drugs, robbery theft and related offenses
  - Impaired driving; and included offenses while license suspended
- AI4.3 Individuals with outstanding *Criminal Code* convictions, charges pending, or pardons for the subsequent offences, will not be accepted for any of the above positions:
- Current prohibitions or probation orders forbidding the individual to have contact with children under the age of 14.
  - Indictable criminal offenses for child abuse
  - Sexual exploitation
  - Sexual interference
  - Sexual touching
  - Child pornography
- AI4.4 Individuals who have charges pending for any of the above offences will be suspended until charges are cleared.
- AI4.5 Additional offence(s) may be added at the discretion of the F.B.A.O. Executive as deemed appropriate.

## AI5 INFORMATION STORAGE & PRIVACY

- AI5.1 The Vulnerable Sector Police Checks and Declarations for individuals are stored in the F.B.A.O. V.S.P.C. Database, and the originals are returned to the individuals. All individuals should always bring the original copies of these documents to Provincial and/or National events in case they are requested to be seen.
- AI5.2 The only F.B.A.O. personnel with access to this database are:

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- a) the F.B.A.O. Executive Officer in charge of the V.S.P.C. Database (full access)
- b) one V.P.S.C. representative from each region (restricted access)

AI5.3 It is the right of every individual not to have a copy of their Vulnerable Sector Police Check and/or Declaration included in their database file. However, this individual must always carry the original copies of these documents to Provincial and/or National events in case they are requested to be seen.

AI5.3.1 Mandatory information required for the database:

- a) First and Last Name, along with any other names commonly used
- b) Street Address, along with city/town and postal code
- c) Phone Number and
- d) Date of Search