



The Scarborough Shadow Water Polo Club Screening Policy

Purpose

The Scarborough Shadow Water Polo Club is committed to providing a safe and secure environment for all its members. Conducting police record checks (Police Record Check (PRCs) for potential employees and volunteers is essential in ensuring the appointment of suitable candidates and maintaining the safety of our organization. PRCs help identify individuals with a history of workplace violence or serious offenses, allowing us to make informed decisions when it comes to hiring or accepting volunteers.

Policy

The Scarborough Shadow Water Polo Club requires individuals applying for specific employment or volunteer positions ("PRC-Designated Positions") within our organization to complete a POLICE RECORDS CHECK FOR SERVICE WITH THE VULNERABLE SECTOR, and if necessary, Sex Offender Checks. Failure to provide a satisfactory PRC will result in the individual being ineligible for the position.

A satisfactory PRC is required upon initial appointment for all PRC-Designated Positions. It must also be renewed:

(b) Every three (3) years thereafter for coaches and team managers

All employees and volunteers in PRC-Designated Positions are required to promptly report any charges or convictions related to offenses under the Criminal Code of Canada and/or the Controlled Drugs and Substances Act to the Scarborough Shadow Water Polo President.

Policy Guidelines

Employment and volunteer positions will be assessed to determine whether a PRC is necessary for individuals in those positions. The determination of which positions fall under the category of PRC-Designated Positions requiring a PRC will be at the sole discretion of the Scarborough Shadow Water Polo Board of Directors.

A satisfactory PRC is either:

(a) Confirmation from the police that no criminal records or charges exist

All notes, information, and informal materials related to an individual's PRC will be kept in a secure location, ensuring privacy and confidentiality.

The Scarborough Shadow Water Polo Club will cover the cost of the PRC, through a reimbursement process.