



VULNERABLE SECTOR CHECK POLICY

POLICY

It is the policy of the St Thomas Baseball Association (STMBA) that all rep, select, and house league baseball Head Coaches and Assistant Coaches who travel with the team for games, tournaments, etc outside of the Association shall be subject to a Vulnerable Sector Check. Individuals with outstanding Criminal Code convictions or charges pending for certain offences may not be eligible to hold a coaching position with STMBA.

These offences include:

- Any Criminal charges before the Criminal justice system.
- All forms of assault including sexual assault, assault with a weapon, threats to a third party or causing bodily harm and aggravated sexual assault (No Time Limit).
- Sexual Exploitation (No Time Limit)
- Sexual Interference (No Time Limit)
- Sexual Touching (No Time Limit).
- Child Pornography (No Time Limit).
- Current prohibitions or probation orders forbidding the individual to have contact with children under the age of 14 (No Time Limit).
- Using firearms in the commission of any offence (No Time Limit).
- Possession, possession for purpose of trafficking or production of drugs, robbery theft and related offenses (No Time Limit)
- Part VIII Criminal Code-Offences against Persons (No Time Limit)
- Impaired driving and included offenses (3 years)

It is the responsibility of any person required to produce a Vulnerable Sector Check by virtue of this policy to inform STMBA's President (Or another appointed representative) of a charge or conviction of any offence listed in this Policy prior to accepting a rep or select baseball Head Coach or Assistant Coach position with STMBA. STMBA's President (or other appointed representative) shall be responsible for the collection and then recording of all required Vulnerable Sector Checks. STMBA will not keep a copy on file of this personal date, but will inform the coach that they may be required to show a copy and they will need to produce that copy, if needed, within 2 days.

PROCEDURE

1. All rep and select baseball Head Coaches and Assistant Coaches will be required to obtain a Vulnerable Sector Check through their local Police Service within a maximum of four (4) weeks of accepting a rep or select baseball Head Coach or Assistant Coach position. If compelled, a House League Coach will be required to obtain a Vulnerable Sector Check through their local Police Service within a maximum of four (4) weeks of the written request from STMBA. A coach

may not have any interaction with regards to coaching until the Vulnerable Sector Check has been received.

2. An individual wishing to use their local police services to obtain a Vulnerable Sector Check should go to their local Police Service website in the community in which they live. More information can be found by viewing that community's website.
3. Prior to completing the Vulnerable Sector Check, coaching applicants must obtain, from the President (or another appointed representative), a hand signed Coach Volunteer letter. The Coach Volunteer Letter will be emailed to the Coach requesting it. The Vulnerable Sector Check will be emailed, by the local Police Service, to the coach when it is complete.
4. Upon receipt of your Vulnerable Sector Check, you may place the completed Vulnerable Sector Check in a sealed envelope identifying your name on the outside of the envelope and also mark the outside of the envelope with the words "Attention President - Vulnerable Sector Check". It is recommended that you sign and date the back sealed flap of the envelope for enhanced security. Then, you should mail it into the STMBA postal address office or bring it to the President in person. **The completed Vulnerable Sector Check can also be emailed to the President (or another appointed representative).**
5. Upon receipt of the sealed envelope or email, the STMBA President will review the Vulnerable Sector Check. Upon review, if the coach is ineligible to coach, the President will inform the coach that the Coach is not eligible to hold a coaching position with STMBA based on this Policy.
6. Certain circumstances arising from the results of a person's Vulnerable Sector Check may compel the President to request a meeting with the coaching candidate and the 3 members of the Rules and Ethics Committee in order for the candidate to provide more information to the Rules and Ethics members.
7. A coaching candidate denied a coaching position with STMBA based on this Policy has the right to appeal the decision to the Rules and Ethics Committee.