



VULNERABLE SECTOR CHECK POLICY

POLICY

It is the policy of the Mississauga Southwest Baseball Association (MSBA) that all rep softball and rep baseball Head Coaches and Assistant Coaches shall be subject to a Vulnerable Sector Check. With reasonable justification, MSBA reserves the right to compel a House League coach, in writing, to complete 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 MSBA.

These offences include:

- Part VIII Criminal Code-Offences against Persons (3 years).
- All forms of assault including sexual assault, assault with a weapon, threats to a third party or causing bodily harm and aggravated sexual assault (3 years).
- 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.
- Using firearms in the commission of any offence (3 years).
- Possession, possession for purpose of trafficking or production of drugs, robbery theft and related offenses (position of treasurer).
- Impaired driving and included offenses (while license suspended) (3 years).

It is the responsibility of any person required to produce a Vulnerable Sector Check by virtue of this policy to inform MSBA's Coach Compliance Committee Chair of a charge or conviction of any offence listed in this Policy prior to accepting a rep softball or rep baseball Head Coach or Assistant Coach position with MSBA. MSBA's Coach Compliance Committee Chair shall be responsible for the collection and retention of all required Vulnerable Sector Checks, which shall be secured in a safe storage area separate from MSBA files and under the Coach Compliance Committee Chair's control.

PROCEDURE

1. All rep softball and rep 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 softball or rep baseball Head Coach or Assistant Coach position. **Each coach is required to email the Coach Compliance Chair their Vulnerable Sector Check payment receipt to confirm that their Vulnerable Sector Check is in progress.** 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 MSBA.

2. An individual wishing to use their local police services to obtain a Vulnerable Sector Check should go to their local Police Service in the community in which they live. The local police service will require you to produce two pieces of identification and ask you to sign a consent form to complete the check. If you are a resident of Peel Region, Vulnerable Sector Checks are conducted at Peel Police Headquarters only. More information can be found by viewing their website here - <http://www.peelpolice.on.ca/en/services/vulnerablesectorcheck.asp>
3. Prior to visiting their local police station in person, coaching applicants must obtain, from the Coach Compliance Chair, a hand signed Coach Volunteer letter from the MSBA President. You will be required to pick up your Vulnerable Sector Check at your local police services once the check has been completed.
4. Upon receipt of your Vulnerable Sector Check, place the completed Vulnerable Sector Check form(s) and completed MSBA Code of Conduct form 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 Coach Compliance Committee Chair - 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 MSBA office or bring it to the MSBA office in person. **The completed Vulnerable Sector Check can also be emailed to the Coach Compliance Committee Chair.**
5. Upon receipt of the sealed envelope MSBA will forward it to the Coach Compliance Committee Chair for review. Upon review, the Coach Compliance Committee Chair will communicate, in writing, to the Coach Selection Committee Chair:
 - A. The Coaching Candidate is eligible to hold a coaching position with MSBA based on this Policy.
 - B. The Coaching Candidate is not eligible to hold a coaching position with MSBA based on this Policy.
6. Certain circumstances arising from the results of a person's Vulnerable Sector Check may compel the Coach Compliance Committee Chair to request a meeting with the coaching candidate and the Coach Compliance Committee in order to provide more information to the Coach Compliance Committee.
7. The Coach Compliance Committee shall inform the MSBA President each time that a Vulnerable Sector Check results in a positive match to one of the offences listed in the "Policy" section above.
8. A coaching candidate denied a coaching position with MSBA based on this Policy has the right to appeal the decision to the Coach Compliance Committee.