

AAWA Screening Policy



Definitions

1. a) “*Enhanced Police Information Check (E-PIC)*” – A search of local police and the RCMP criminal records database to determine whether the individual has a criminal record
- b) “*Vulnerable Sector Check (VSC)*” – For individuals who are coaching in a vulnerable sector (such as with minor athletes or with persons with a disability), which also searches for the existence of any pardoned sex offenses and/or charges
- c) “*Relevant Offense*” – Refers to an offence defined in the Criminal Code of Canada that AAWA considers relevant to the Screening process
- d) “*Screening*” – The process of obtaining and reviewing information which could disclose if an individual poses a threat to the well-being of any person participating in an AAWA event

Purpose

2. The AAWA believes that Screening individuals is a vital part of providing a safe sporting environment. The purpose of Screening is to prevent individuals who may pose a risk to the AAWA and its participants from being involved in capacities set out herein with AAWA’s activities. The AAWA is committed to take all reasonable and lawful measures to provide a safe and secure environment for participants in its programs, activities, and events.

Application of this Policy

3. Individuals, who want to be involved in AAWA in any of the following capacities:
 - a) Head Coaches
 - b) Assistant Coaches
 - c) Team Leaders/Managers
 - d) Chaperones
 - e) AAWA Executive
 - f) Technical Officials

Will be required to obtain and provide information to the AAWA which will allow the AAWA to complete the Screening process as indicated herein.

Policy

4. a) All individuals acting, or wanting to act, in any of the capacities indicated herein will:
 - i) Complete and provide an E-PIC or VSC;
 - ii) Complete and provide an E-PIC or VSC to the AAWA at least every third year or within 2 months of a request from the AAWA to do so;
 - iii) Provide other information or consent to the release of other information as required by the AAWA;
 - iv) Voluntarily disclose any breach of any AAWA policy or the details of any incident which may result or has resulted in a charge or conviction under the Criminal Code of Canada

- b) Failure or refusal to meet the obligations of the Screening process to the satisfaction of the AAWA will, at the discretion of the AAWA, render the individual ineligible to have any involvement in, or continue to have involvement in the AAWA in any of the capacities referred to herein.
- c) The AAWA has the absolute discretion to determine if the information obtained through Screening will prevent an individual from having involvement with the AAWA in any of the capacities indicated herein. The AAWA may consider the implementation of disclosure to the public, monitoring or other measures that will ensure that the public and those participating in AAWA events that the individual presents no danger or risk to others as a result of their participation in one of the indicated capacities.
- d) If an individual provides false or misleading information while undergoing Screening, or fails to meet the other obligations set out in this policy, the individual will, at the discretion of the AAWA, immediately be removed from their position and prohibited from further participation, or may be subject to further discipline in accordance with AAWA policies.
- e) The AAWA will always meet their obligations of disclosure to the authorities under any applicable legislation.

Procedure

- 5. E-PICs may be obtained via MyBackCheck (<https://mybackcheck.com>) or other currently acceptable local/regional procedures.
- 6. VSCs may be obtained via an individual's local police or RCMP station.
- 7. The records referred to in this policy will be submitted to the Organization via MyBackCheck or in an envelope marked "Confidential" at the following address:

Alberta Amateur Wrestling Association
(Screening)
11759 Groat Road
Edmonton, AB
T5M 3K6

- 8. If required, by any agency providing information relating to Screening, the AAWA will provide a letter confirming the position the person wants to hold, or continue to hold, within the AAWA.
- 9. The Organization will review all information produced by the Screening process and determine if a Relevant Offense has been committed by the individual or if there is

other information disclosed that raises a concern about the individual participating in the AAWA in one of the indicated capacities.

10. If the review of all information produced by the Screening process does not reveal a relevant offense or other information of concern, the AAWA will advise the individual that they are eligible for participation in one or more of the capacities indicated herein.
11. Following the review of all the information produced by the Screening process, if a Relevant Offense or other information of concern is disclosed, the AAWA Executive, by majority vote, will:
 - a) Approve the individual's participation with reasons; or
 - b) Deny the individual's participation with reasons; or
 - c) Approve an individual's participation subject to terms and conditions as the AAWA Executive deems appropriate with reasons explaining why the terms and conditions were put in place and why they are adequate to ensure the protection of others.
12. The E-PIC or VSC is valid for a period of three (4) years. However, the AAWA Executive may request that an individual provide an E-PIC or VSC for review and consideration at any time. Such request will be in writing and reasons will be provided for such a request.

Records

13. All records produced as a result of the Screening process will be maintained in a confidential manner and will not be disclosed to others except as required by law, or for use in legal, quasi-legal, or disciplinary proceedings for a period of time deemed adequate by the AAWA.

Appeals

14. Appeals may be filed in accordance to the AAWA Appeals Policy, available on our website: <http://albertaamateurwrestling.ca>