



SCREENING POLICY

Vulnerable Sector Checks and screening for those who work with athletes.

EFFECTIVE DATE	VERSION	REVIEW CYCLE
June 30, 2026	1.0	Annual

Adopted by the Board of Directors of Northern Force Fastpitch, effective June 30, 2026. This document forms part of the Northern Force Fastpitch Safe Sport Program and applies to all participants. It is governed by, and shall be interpreted in accordance with, the laws of the Province of Ontario and the applicable laws of Canada. If any provision is found to be invalid or unenforceable, the remaining provisions continue in full force.

1. PURPOSE

Screening protects athletes by helping to ensure that individuals in positions of trust are suitable to work with children and youth. This policy sets out the screening required before an individual may take on such a role with Northern Force Fastpitch.

2. WHO MUST BE SCREENED

All coaches, assistant coaches, team staff, board members, and any volunteer whose role involves direct and regular contact with, or authority over, athletes ("Screened Positions").

3. SCREENING REQUIREMENTS

- **Criminal Record Check with Vulnerable Sector Check (VSC):** completed prior to the start of duties and renewed every three (3) years, or more frequently as required by the Board.
- **Annual declaration:** in intervening years, individuals sign an annual self-declaration disclosing any relevant charges or convictions.
- **Interview and reference checks** for coaching positions, at the Association's discretion.
- **Completion of required Safe Sport training** before working with athletes.

4. PROCESS

1. The individual is informed of the requirement upon accepting a Screened Position.
2. The individual obtains a VSC from their local police service.
3. The document is reviewed confidentially by the Safe Sport Coordinator (or a designated Screening Officer).

4. Records are stored securely and access is restricted.

5. REVIEW OF RESULTS

A record is not an automatic bar to participation; results are assessed on a case-by-case basis considering the nature, relevance, and recency of any finding. Any offence involving children, violence, or sexual misconduct will ordinarily disqualify an individual from a Screened Position.

6. CONFIDENTIALITY

All screening information is treated as strictly confidential and handled in accordance with applicable privacy legislation. It is used solely for determining suitability for a Screened Position.

7. NON-COMPLIANCE

An individual who does not complete required screening may not hold a Screened Position.

WHO TO CONTACT

Questions about this document, or any Safe Sport matter, may be directed to:

- **Safe Sport Coordinator, Northern Force Fastpitch:** northernforcefastpitch@gmail.com
- **Independent third party (external):** Canadian Sport Helpline — 1-888-83-SPORT (1-888-837-7678) — abuse-free-sport.ca
- **Emergency:** Call 911 if anyone is in immediate danger.