



SCREENING POLICY

2019 CANADIAN WRESTLING CHAMPIONSHIPS

January 2019

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PURPOSE

1. Wrestling Canada Lutte (WCL) understands that screening is a vital part of providing a safe sporting environment. The purpose of screening is to identify individuals involved with WCL activities who may pose a risk to WCL and its participants.

DEFINITIONS

2. The following terms have these meanings in this Policy:
 - a) *“Enhanced Police Information Check (E-PIC)”* – A search of the RCMP National Repository of Criminal Records and local police information, to determine whether the individual has a criminal record (through online system - Sterling Talent Solutions)
 - b) *“Vulnerable Sector Check for Minors (VSC)”* – A detailed check that includes a search of the RCMP National Repository of Criminal Records, local police information, and the Pardoned Sex Offender database
 - c) *“Vulnerable Individuals”* – A person who is a minor and/or a person who, because of age, disability or other circumstance, is in a position of dependence on others or is otherwise at a greater risk than the general population of being harmed by people in positions of trust or authority
 - d) *“Individual”* – any person who is a participant in WCL sanctioned activities

APPLICATION OF THIS POLICY

3. This policy applies to individuals whose position within WCL or WCL related activities is one of trust or authority which may relate to at a minimum, supervision, young people, or vulnerable individuals.
4. WCL strongly recommends that all volunteers engaged by the respective 2019 Championship Host Organizing Committees also undergo screening as outlined in this policy.

OBLIGATIONS

5. Unless determined otherwise by WCL in their sole discretion, all support staff (coaches, team managers, medical personnel, officials and WCL staff) will be required to provide proof of screening, to receive accreditation for participation. Acceptable screening includes:
 - a) Vulnerable Sector Check for Minors* (VSC) issued no earlier than Sept 01, 2018. A hard copy must be provided to the National Office.
OR
 - b) Enhanced Police Information Check (E-PIC) issued no earlier than Sept 01, 2018. Please be sure to share your results with Wrestling Canada Lutte.

Please note that if a VSC is not provided in 2019, all support staff (coaches, team managers, team medical, officials) will be required to provide a VSC for Minors, starting 2020.

6. Failure or refusal to participate in the screening process as outlined in this policy will result in the individual's automatic ineligibility to be accredited for participation at the 2019 Canadian Wrestling Championships.
7. If an individual provides falsified, inaccurate, or misleading information, WCL may immediately implement conditions, suspend or terminate that individual from the 2019 Canadian Wrestling Championships and the individual may be subject to further discipline in accordance with WCL's Discipline Policy.
8. If an individual subsequently receives a charge, conviction for, or is found guilty of, an offense they will report this circumstance immediately to WCL.

HOW TO OBTAIN A VULNERABLE SECTOR CHECK FOR MINORS (VSC)

9. Individuals may only obtain a VSC for Minors through a RCMP office or police station, submitting two pieces of government-issued identification (one of which must have a photo), and completing any required paperwork.
10. WCL will provide a letter confirming the potential position within WCL (the "Confirmation Letter"). In the event that an RCMP office or police station refuses to provide a VSC on the grounds that the individual does not have direct contact with a vulnerable sector, the individual should acquire a signed note from an officer confirming the refusal.
11. Fingerprinting may be required if there is a positive match with the individual's gender and birth date.
12. Fees may be required to obtain screening information. Full-time WCL paid staff and BOD will be eligible for reimbursement by WCL upon submission of a legitimate receipt, volunteer expense form and proof of presentation of the Confirmation Letter to the RCMP or police station, which can be used to waive the fee. Screening fees for all other individuals will be the responsibility of the individual.

HOW TO OBTAIN AN ENHANCED POLICE INFORMATION CHECK (E-PIC)

13. E-PICs may be obtained online from a third-party provider (Sterling Talent Solutions). Please see Annex A.
14. Fees may be required to obtain screening information. Full-time WCL paid staff and BOD will be eligible for reimbursement by WCL upon submission of a legitimate receipt. Screening fees for all other individuals will be the responsibility of the individual.

PROCEDURE

15. Every individual as outlined above will submit the required documentation at the time requested. Further, WCL may request that an individual provide VSCs, E-PICs or other screening documents for review and consideration at any time.
16. Individuals who do not undertake the screening requirements required by this policy will receive a notice to that effect and will be informed that their registration / accreditation will not proceed until such time as the screening requirements are followed.
17. If an individual's documents do not reveal a positive response ("yes") or the possibility of a relevant offence, WCL staff, will grant the individual with eligibility to be accredited for participation at the 2019 Canadian Wrestling Championships.
18. In the event that screening document(s) disclose a positive response ("yes") or the possibility of a relevant offence, a Screening Committee will be established and will decide:
 - a) The individual has passed screening and may participate in the desired position, activity;
 - b) The individual has passed screening and may participate in the desired position, activity with conditions;
 - c) The individual has not passed screening and may not participate in the desired position, activity;
 - d) More information is required from the individual; or
 - e) Terminate and/or expel the individual from WCL for a determined period of time or indefinitely.
19. Until such time as the Screening Committee renders a decision as noted above in article 18, the individual is deemed "not eligible" to be accredited for participation at the 2019 Canadian Wrestling Championships.

SCREENING COMMITTEE

20. The Screening Committee is responsible for reviewing all documents provided, including but not limited to VSCs, E-PICs, Screening Disclosure Forms and online declaration forms, and based on such reviews, making decisions regarding the appropriateness of individuals filling positions within WCL or WCL related activities.
21. In carrying out its duties, the Screening Committee may consult with independent experts including lawyers, police, risk management consultants, volunteer screening specialists, or any other person.
22. The Screening Committee is a committee of up to three (3) members appointed by WCL's Management Team. WCL will ensure that the member(s) appointed to the Screening Committee possess the requisite skills, knowledge and abilities to accurately assess VSCs, E-PICs, Screening Disclosure Forms, and online screening declaration forms, and render decisions under this Policy.

23. WCL's Management Team may remove any member of the Screening Committee.
24. The Screening Committee will carry out its duties, in accordance with the terms of this policy, and will present its decision(s) to the Management Team.

OFFENSES

25. Provided a pardon has not been granted, the following examples are considered to be relevant offenses and are provided as a guide for the Screening Committee:
 - a) If imposed in the last five years:
 - i. Any offense involving the use of a motor vehicle, including but not limited to impaired driving
 - ii. Any offense for trafficking and/or possession of drugs and/or narcotics
 - iii. Any offense involving conduct against public morals
 - b) If imposed in the last ten years:
 - i. Any crime of violence including but not limited to, all forms of assault
 - ii. Any offense involving a minor or minors
 - c) If imposed at any time:
 - i. Any offense described in the 'Criminal Convictions' section of this Policy

CRIMINAL CONVICTIONS

26. An individual's conviction for any of the following *Criminal Code* offenses may result in expulsion from WCL and/or removal from the 2019 Canadian Championships upon the sole discretion of WCL:
 - a) Any offense of physical or psychological violence
 - b) Any crime of violence including but not limited to, all forms of assault
 - c) Any offense involving trafficking of illegal drugs or substances listed on the CADP
 - d) Any offense involving the possession, distribution, or sale of any child-related pornography
 - e) Any sexual offense
 - f) Any offense involving theft or fraud

CONDITIONS AND MONITORING

27. The Screening Committee may determine that incidents revealed on an individual's screening documents (not including incidents defined as 'Criminal Convictions' or 'Offenses') may allow the individual to pass the screening process and participate in a desired position, activity with conditions

imposed. The Screening Committee may apply and remove conditions at its discretion and will determine the means by which adherence to conditions may be monitored.

RECORDS

28. All records 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.
29. Notwithstanding clause 28 (above), results of any offenses or criminal convictions will be shared with PTSOs and clubs accordingly.

APPEAL

30. Decisions under this policy are final and binding and are not appealable under WCL's Appeal Policy.

ANNEX A

WCL has joined our counterparts at the Coaching Association of Canada to partner with Sterling Talent Solutions. Sterling Talent Solutions provides an online, secure, and convenient way to obtain an Enhanced Policy Information Check (E-PIC).

Their results are forgery-proof which gives confidence to the organization that results have not been tampered with. The results are back in one business day, allowing people to be placed almost immediately. Additionally, people can share their results securely with other organizations where they work or volunteer with 24/7/365 access through their software. The cost per check is \$25. While some police services may charge less we believe the benefits outweigh the additional cost (reduced travel costs, less time off work required, speed, security).

Applicants can initiate and pay for their own checks online through:

<https://www.sterlingtalentsolutions.ca/landing-pages/w/wrestling-canada-lutte/>

How It Works

The E-PIC process would be as follows:

1. Individuals are directed to a landing page: <https://www.sterlingtalentsolutions.ca/landing-pages/w/wrestling-canada-lutte/>
2. Individuals click the link, provide information on the site securely, verify ID.
3. 90% of candidates verify their ID online successfully. The 10% that are unsuccessful will be asked to proceed with traditional ID verification at any Canada Post office. This process is the same as they would do at a police station, but should be more convenient since there are many more locations.
4. Upon completion, please be sure to share your results with “Wrestling Canada Lutte”.
5. That’s it! Results will be returned to the individual, guaranteed within one (1) business day.

Please note: E-PIC checks dated January 2019 onwards will only be accepted via Sterling Talent Solutions.