



CRIMINAL BACKGROUND CHECK POLICY

New Volunteer:

The Volunteer Screening Officer (VSO) is required to obtain a Criminal Background Check (CBC) from the person who wishes to volunteer prior to the individual commencing volunteering with the Prescott & District Soccer Association (PDSA). The CBC must be current or has been obtain within six months of the person commencing volunteering with PDSA. The VSO needs to confirm with the police service of the area regarding the procedures and documentation that are required to obtain the CBC. Once the CBC has been received it must be maintained in a secure and confidential manner.

Returning Volunteer:

A volunteer who is returning the following soccer season is required to complete an Offence Declaration at time of sign up. This Offence Declaration must be maintained along with the individual's original CBC in a secure and confidential manner. If there is a gap of one or more seasons in which the individual does not volunteer for PDSA the individual must then obtain a new CBC in the same manner as a "New Volunteer".

If during the course of obtaining the CBC or OD, the SVO becomes aware of a criminal conviction or other relevant conviction, he/she must refer the matter to the PDSA Executive for adjudication.

PDSA reserves the right to request at CBC at any time.
