



Beaumont Soccer Association

H002 – Vulnerable Sector Check Policy (PIC)

Adoption Date : April 7, 2024

Revision No : 2

Policy Type				
Administrative	Board	Financial	HR	Technical

1. Definitions

- 1.1. **“Team Officials”** refers to Coaches, Assistant Coaches and Team Managers
- 1.2. **“Board Member”** refers to any volunteer on the Board of Directors
- 1.3. **“Executive Member”** a board member in the role of President, Vice-President, Secretary and Treasurer

2. Policy

- 2.1.1. The Beaumont Soccer Association requires all Team Officials and Board Members to have a current and satisfactory Vulnerable Sector Check.
- 2.1.2. The Vulnerable Sector Check must have been completed within the last two years to be considered ‘current’.
- 2.1.3. The Beaumont Soccer Association will provide all Team Officials and Board Members with a Vulnerable Sector Check Information Letter for them to fill out and take to the RCMP. This letter must be an original signed by a Beaumont Soccer Association Executive member.
- 2.1.4. Current Vulnerable Sector Checks that have been completed for another organization will be accepted.
- 2.1.5. During the RCMP processing the Vulnerable Sector Check, the Team Official may be required to submit to a fingerprint check.
- 2.1.6. The RCMP usually do not charge volunteers for the Vulnerable Sector Check processing, however, if the Team Official or Board member incurs an expense when applying for a Vulnerable Sector Check for the BSA, they can submit their expense to admin@beaumontsoccer.com if they provide a receipt.
- 2.1.7. Team officials must provide a Vulnerable Sector Check prior to the start of the season. Board Members must provide a Vulnerable Sector Check prior to the first meeting after the Annual General Meeting where they were elected. However, Beaumont Soccer Association will allow an extension on this deadline only if the process has been prolonged due to a finger printing requirement.

- 2.1.8. If a coach's Vulnerable Sector Check is not cleared by the RCMP, the coach will be asked to provide a copy to the BSA Board. If the conviction does not represent a threat to player safety or wellbeing, the coach may continue to coach at the discretion of the Beaumont Soccer Association Board.
- 2.1.9. Team Officials who fail or refuse to provide a satisfactory Vulnerable Sector Check will be asked to resign their position.
- 2.1.10. The date of the Vulnerable Sector Check will be saved in the BSA database. If the original was provided, it will be mailed back to the Team Official upon confirmation of their mailing address or given to them in person.
- 2.1.11. The Team Official will be notified in subsequent seasons if their Vulnerable Sector Check is coming up for renewal or is no longer current.

*Field is based on the appropriate size field and nets

3. Change Control

Change Description	Approved on Date
Original	January 13, 2013
Updated policy to new policy template	January 18, 2024 - WS
Changed Name to Vulnerable Sector Check	April 7, 2024