



Standard: Volunteer Screening

Purpose

The Calgary Rangers Soccer Club (CRSC) requires a volunteer screening process to help safeguard young and vulnerable members of the club.

Application

This Standard applies to volunteers in a position of trust and persons who have access to vulnerable people.

Roles & Accountabilities

Board & Club Administrator:

- Oversee the process to ensure volunteer screening is being carried out according to this Standard.

Volunteers:

- Coaches and officials require completion of the Calgary Police electronic Police Information Check (ePIC)
- Coaches and officials require completion of the "Respect in Soccer" course for the Calgary Minor Soccer Association (CMSA).

Screening Officer – Calgary Minor Soccer Association

- Determine acceptability of applicants Calgary Police Information Check

Definitions:

Volunteer – includes Club executive, coaches, assistant coaches, managers, and trainers.

Standard

Requirements	Standard	Resources/Notes
CPIC/Vulnerable Sector Screening		
Volunteers – Submit and Maintain ePIC	1. Complete the ePIC online application 2. Completed ePIC will be made available to the applicant.	✓ ePIC's are valid for 3 years of the date of issue
Determine Acceptability – Screening Officer	1. Review for any of the following: <ul style="list-style-type: none">• Sexual offences• Violent or threatening behaviour against children or adults• Conduct against public morals, including disorderly conduct, rioting, public indecency, vagrancy, loitering, gang activity, prostitution and solicitation, obscenity, and cruelty to animals• Substance or chemical abuse occurring in the preceding five (5) years• Violation of a position of trust, including theft or fraud occurring in the preceding five (5) years• Criminal driving offences, including but not limited to impaired driving• Violation of any government regulations or licensing privileges 2. Determine the acceptability of an applicant, either: <ul style="list-style-type: none">a. Acceptedb. Accepted with conditions	✓

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Requirements	Standard	Resources/Notes
	c. Rejected/dismissed from position 3. In the event of dispute – screening officer will review and make a final decision.	
Maintain Privacy	<ul style="list-style-type: none"> Only CMSA will keep any completed / official ePIC documentation from the police service. 	-
Other Requirements for Volunteers		
Training	<ul style="list-style-type: none"> Complete Online Course – “Respect in Soccer” Complete Online Course – “Making Headway” 	CMSA online courses

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