
Subject: Volunteer and Staff Screening – Games of La Francophonie
Effective: May 2005
Revisions:

1.0 Purpose

The intent of this policy is to ensure the safety and protection of all Team Canada-New Brunswick members during their Games of La Francophonie experience.

2.0 Application

This policy applies to all athletes, artists, coaches, managers, mission staff and support staff that travel with the team, and receive Team Canada-New Brunswick official accreditation at the Games of La Francophonie.

3.0 Definitions

Team Canada-New Brunswick consists of all athletes, artists, coaches, managers, medical staff, mission staff and support staff that travel with the team, and receive Team Canada-New Brunswick official accreditation at the Games of La Francophonie.

4.0 Legal Authority

The Youth Assistance Act

5.0 Goals / Principles

The Province of New Brunswick, in partnership with provincial sport and culture organizations, has a responsibility to help ensure the safety and protection of all Team Canada-New Brunswick members during their Games of La Francophonie experience. Screening is very important in sport and culture organizations that are primarily volunteer based and that offer programs for young people.

All volunteers and staff who may interact in person with another volunteer or athlete/artist must be screened.

6.0 Requirements / Standards

All Team New Brunswick coaches, managers, mission staff, medical staff and support staff must complete the minimum screening process 90 days prior to the opening ceremonies of the Games of La Francophonie

7.0 Guidelines / Recommendations

Minimum screening process:

Mission Staff and Medical Staff - Screening will be provided by an experienced screening authority independent from the Culture and Sport Secretariat. The process includes:

- A criminal record check.
- A minimum of two employment or volunteer reference checks for each candidate, one of which shall be specific to working with youth.
- Confirmation of a successful screening result will be submitted in writing by the designated screening authority to the Chef de Mission prior to any official Team Canada-New Brunswick function.

All Individual Culture and Sport Team Staff (coach, manager and support staff) – The provincial sport or culture organization shall be responsible for ensuring that its coach (es), manager(s), technician(s) and any support staff are screened. Should the Provincial Sport or Culture Organization have a Volunteer screening policy in place then they must ensure that it meets the following minimum process that includes:

- A criminal record check.
- A minimum of two employment or volunteer reference checks for each candidate, one of which shall be specific to working with youth.
- Confirmation of a successful screening result must be submitted in writing to the Chef de Mission 90 days prior to the opening ceremonies of the Games. Candidates not meeting screening standards will not be identified as part of Team Canada-New Brunswick.

There may be special circumstances in which additional considerations are brought to this policy.

8.0 Contact for More Information: Allen Bard – allen.bard@gnb.ca (506) 453-3193

Sign-Off Suzanne Mason, May 19, 2005