



**WATER SKI
WAKEBOARD
ONTARIO**

Screening Policy

June 2023

Preamble

Water Ski Wakeboard Ontario (WSWO) is committed to providing a safe sporting environment for all participants of towed watersports.

Purpose

The purpose of screening is to ensure the suitability of personnel & volunteers who will work with our members and to identify those who may pose a potential risk.

Scope

WSWO is a volunteer driven organization which may designate paid personnel

Definitions

Criminal record Check (CRC): a search of adult convictions held within the Royal Canadian Mounted Police (RCMP) National repository of Criminal Records

Paid Personnel: Those individuals directly contracted by WSWO that receive reimbursement who will interact with WSWO members in a position of trust or authority. Typically paid coaches and instructors.

Unpaid Personnel: Those individuals supporting WSWO without reimbursement who will interact with WSWO members in a position of trust or authority. Typically parents, family members or individuals interested in towed water sports.

Screening Committee: A group of individuals from the WSWO executive board or discipline committees appointed by the WSWO executive board to administer this policy.

Self-Declaration: The self-evaluation and signed declaration by the volunteer that they are not convicted of any offences

Policy

The foundation of successful screening is dependent on the applicant providing accurate, honest and complete information to the Screening Committee.

It is WSWO's policy that paid personnel shall undergo a CRC upon hiring and every 3 years afterwards, if deemed necessary by the Screening Committee.



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The screening of unpaid personnel shall be at the discretion of the Screening Committee. The level of screening shall range from volunteer acknowledgement, self-declaration or a CRC requirement based on the Screening Committee's decision.

Any person in the paid or unpaid category who receives a conviction shall disclose this information to the WSWO Screening Committee when they first receive the information. The Screening Committee shall then determine the next steps: revoke the approval, apply limitations to the person's duties and responsibilities or approve their continued participation.

Records

All records of screening shall be retained by the WSWO office and are subject to the provisions of the privacy act. These records are deemed confidential. .

Revision Date	Details /Comments
20 June 2023	Re-affirmed
1 March 2017	Re-affirmed