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| <b>Policy Name:</b><br>Screening Policy        | <b>Date of Approval:</b><br>July 29th, 2026 | <b>Activation Date:</b><br>July 30th, 2026   |
| <b>Approved By:</b><br>Board of Directors      | <b>Version:</b><br>2026.2                   | <b>Replacing Previous Version:</b><br>2026.1 |
| <b>Review Cycle:</b><br>3 Years or as required |                                             |                                              |

## 1.1 Purpose

- a) The Organization (referring to Manitoba Gymnastics Association) understands that screening coaches is a vital part of providing a safe sporting environment. The Organization is responsible to do everything reasonable to provide a safe and secure environment for participants in its programs, activities, and events. The purpose of screening is to identify individuals involved with an Organization's activities who may pose a risk to the Organization and its participants. Coaches, officials, and support staff are valued and respected by the Organization and are viewed as a key component of the sport delivery system. It is important for coaches to be clear on their role and responsibilities and how these relate to the mission of the Organization.

## 1.2 Definitions

- a) Athlete - Any child, youth or adult who is registered with the MGA and participates or trains in a sport with the guidance of a coach.
- b) Coach - A coach is any person who is registered with the MGA who guides athletes to participate in a sport. They are in a position of power and trust with their athletes regardless of the age of the athlete and the age of the coach.
- c) Officials – An official is any person who is registered with the MGA and performs officiating duties at MGA sanctioned events.

## 1.4 Levels of Risk

- a) High Risk – Individuals who have direct access to athletes (of any age) without parental supervision.
- b) Medium Risk – Individuals who are under the supervision of other adults and there is limited opportunity to be alone with an athlete.
- c) Low Risk – Individuals who are under supervision of other adults and there is limited opportunity to be alone with an adult and there is no travel involved.

## 1.5 Types of Background Checks

- a) **Enhanced Police Information Check (E-PIC – Sterling)** – The organization requires all EPICs be obtained through the Organization's Sterling Backcheck system. Each club must send EPIC application to each applicable individual and is responsible for the costs. The club and the Organization will receive a copy of the results. Any individual not affiliated with a club will be sent a request directly from the Organization, the cost of the check will be invoiced to the individual.
- b) **Child Abuse Registry** - The Child Abuse Registry is designed to identify and register known child abusers. Individuals on this registry have been found guilty of an offense involving the abuse of a

child and/or the Child Abuse Committee has determined the individual has abused a child. The Organization has its own "CARC Forms" that clubs and their registered individuals must use to submit a Child Abuse Registry Check. Should an individual have their own completed self-check through the Child Abuse Registry, the original copy must be forwarded to the MGA for review. Upon receipt the MGA will make a copy and return it to the coach.

- c) **Vulnerable Sector Search (VSS)** - This must be obtained from your local detachment in-person. Costs vary depending on location. VSS checks that are done for another organization may not be submitted. VSS is only required once. Some detachments may require a letter from requesting organization, this can be obtained from the MGA. VSS are only required for people born before March 13, 1994.

## 1.6 Screening Matrix

- a) The organization has assigned a level of risk to each individual role. The roles correspond to the Membership types outlined in the Membership Handbook. Each role has different screening requirements that range from completing screening education modules to regularly submitting a background check.

The matrix below explains which screening requirements are necessary for each individual role.

| Coach Role                         | Level of Risk | Screening Requirements                                                                      | Frequency of Requirements |
|------------------------------------|---------------|---------------------------------------------------------------------------------------------|---------------------------|
| Coach-In-Training – Adults         | Low           | Child Abuse Registry Check                                                                  | 3 Years                   |
| Coach-In-Training – Minors         | Low           | Child Abuse Registry Check                                                                  | 3 Years                   |
| Recreational Coach – Adults        | Medium        | Child Abuse Registry Check                                                                  | 3 Years                   |
| Recreational Coach – Minors        | Medium        | Child Abuse Registry Check                                                                  | 3 Years                   |
| Regional Coach/Official – Adults   | Medium        | Child Abuse Registry Check<br>Enhanced Police Information Check<br>Vulnerable Sector Search | 3 Years<br>VSS – 1 Time   |
| Regional Coach/Official – Minors   | Medium        | Child Abuse Registry Check                                                                  | 3 Years                   |
| Provincial Coach/Official – Adults | Medium        | Child Abuse Registry Check<br>Enhanced Police Information Check<br>Vulnerable Sector Search | 3 Years<br>VSS – 1 Time   |
| Provincial Coach/Official – Minor  | Medium        | Child Abuse Registry Check                                                                  | 3 Years                   |
| National Coach/Official – Adults   | High          | Child Abuse Registry Check<br>Enhanced Police Information Check<br>Vulnerable Sector Search | Annually<br>VSS – 1 Time  |
| National Coach/Official – Minors   | High          | Child Abuse Registry Check                                                                  | Annually                  |

## 1.7 Rejection and Appeal

- a) The Organization reserves the right to reject the participation of any individual whose screening results reveal previous criminal activity. However, the individual's rejection may be appealed to the Organization's Appeal Committee (which consists of two members of the Organization Board



of Directors, and the Organization's Executive Director). When determining whether to accept or deny the appeal, the Committee will consider the relevance of the infraction, efforts at rehabilitation, and the date of the infraction.

Appeals should be submitted to Organization Executive Director, or the Appeal Committee may request more information from the Appellant individual. The results of the appeal will be provided to the Appellant within one month of the appeal.

If an individual's CARC or VSS reveals an incident, the individual will not be permitted to participate in the role in any circumstances. This is not appealable.