



Responsible Coaching Movement - Background Screening Matrix

|  Coaching Association of Canada Association canadienne des entraîneurs | Level 1 - "Low Risk Positions" | | | Level 2 - "Medium Risk Positions" | | | Level 3 - "High Risk Positions" | | |
|---|--|------------------|-----------------------|--|------------------------|-----------|---|---------------------|---------------|
| | Non-Volunteer Parents | Youth Volunteers | Occasional Volunteers | Assistant Coaches | Volunteer Head Coaches | Directors | Paid Head Coaches | Travel Team Coaches | Team Managers |
| Application Form | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| One Letter of Reference | | | ✓ | ✓ | ✓ | ✓ | | | |
| Two Letters of Reference | | ✓ | | | | | ✓ | ✓ | ✓ |
| Position Briefing / Orientation | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Driver's Abstract (if requested) | | | | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Screening Disclosure Form | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Criminal Record Check (E-PIC) | | | | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Vulnerable Sector Verification (VSV) | | | | | | | ✓ | ✓ | ✓ |
|  | Level 1 - "Low Risk" - Individuals involved in low risk assignments are not in a supervisory role, not directing others, not involved with financial/cash management, and/or do not have access to minors or people with a disability. | | | Level 2 - "Medium Risk" - Individuals involved in medium risk assignments may be in a supervisory role, may direct others, may be involved with financial/cash management, and/or who may have limited access to minors or people with a disability. | | | Level 3 - "High Risk" - Individuals involved in high risk assignments occupy positions of trust and/or authority, have a supervisory role, direct others, are involved with financial/cash management, and have access to minors or people with a disability. | | |

