



CRIMINAL BACKGROUND CHECK / VULNERABLE SECTOR SCREENING

1.0 Rationale

District School Board Ontario North East has the responsibility, under *The Education Act*, to provide a safe and secure working and learning environment for students and employees. The board is in a position of trust with regard to students and must strive to protect their intellectual, physical, mental, and emotional well-being.

2.0 Definitions

Criminal Background Check: means a document concerning an individual :

- a) that was prepared by a police force or service from national data on the Canadian Police Information Centre (CPIC) database within six (6) months, and,
- b) that provides information concerning the individual's police record including Criminal Code (Canada) convictions, records of convictions under the Controlled Drugs and Substances Act, Narcotic Control Act and Food and Drugs Act and all outstanding warrants and charges.

Vulnerable Sector Screening: means a document concerning an individual

- a) that was prepared by a police force or service from national data on the Canadian Police Information Centre (CPIC) database within six (6) months;
- b) that provides information concerning the individual's police record including Criminal Code (Canada) convictions, records of convictions under the Controlled Drugs and Substances Act, Narcotic Control Act and Food and Drugs Act and all outstanding warrants and charges; and
- c) contains information resulting from a criminal record search of data maintained by the Royal Canadian Mounted Police for sexual offences for which a pardon has not been granted or issued.

Offence Declaration: means, in respect of a Board, a written declaration (Appendix A) signed by an individual listing all of the individual's convictions for offences under the *Criminal Records Act (Canada)* up to the date of the declaration:

- a) that are not included in a Criminal Background Check collected by the Ontario College of Teachers (OCT) after December 31, 1998 or in the last criminal background check collected by the Board under this regulation; and
- b) for which a pardon under Section 4.1 of the *Criminal Records Act (Canada)* has not been

issued or granted.

Service Provider: means an individual who is not an employee of the Board and who comes into direct contact with pupils on a regular basis at a school site of the Board in the normal course of:

- a) providing goods or services under contract with the Board, carrying out his or her employment functions as an employee of a person who provides goods or services under contract with the Board, or,
- b) providing services to a person who provides goods or services under contract with the Minister.

Identification Card: means a wallet sized card, issued to an individual Service Provider who has been determined to present no unacceptable risk to students who may attend school property and come in direct and regular contact with students.

3.0 Policy

District School Board DSB Ontario North East will not hire into its employ or continue to employ persons who will have direct and regular contact with students who have police records and/or patterns of behaviour which place students or staff at risk.

District School Board DSB Ontario North East will not allow school access to *Service Providers* or *Others* who have direct and regular contact with students:

- who cannot provide evidence of a completed vulnerable sector check or
- who have provided a vulnerable sector screen which has been adjudicated and found to present unacceptable risk to students and/or staff.

District School Board DSB Ontario North East will not allow school access to *Service Providers* or *Others* who do not have direct and regular contact with students:

- who cannot provide evidence of a completed Criminal Background Check, or
- who have provided a Criminal Background Check vulnerable sector screen which has been adjudicated and found to present unacceptable risk to students and/or staff.