



CAMP ROBIN HOOD

CRIMINAL RECORD CHECK PROTOCOL

THE PROTOCOL:

<p>NEW STAFF (2022):</p>	<ul style="list-style-type: none"> ▪ <u>All new staff 18 years of age or older at the time of signing the contract</u> are required to submit a criminal record check. Here are the details. <ul style="list-style-type: none"> ○ If you have a Vulnerable Sector Screening (VSS) obtained after December 1, 2021 you may submit it with your signed contract. ○ If you do not, please visit http://www.backcheck.net/cca for the easiest and most economical way (\$29) to obtain a criminal record check. Be sure to submit the document to the camp office prior to June 26. Staff hired in June must present evidence that the Criminal Record Check has been initiated. ▪ <u>Staff under 18 at the time of signing the contract</u> will have to sign-off on a voluntary disclosure statement which asks you to attest that you do not have any type of criminal record or pending criminal court proceedings. Since all contracts are jointly signed by parents and staff under 18, please see the contract for details.
<p>RETURNING STAFF:</p>	<ul style="list-style-type: none"> ▪ All returning staff, who did not complete a police check in 2021, are required to complete an Offence Declaration Form.
<p>SPECIAL CASES</p>	<p>What will Camp Robin Hood do if it is determined that a criminal record exists?</p> <ul style="list-style-type: none"> ▪ Individuals who have been convicted of a sexual or violent offence certainly forfeit their ability to work at Camp Robin Hood. ▪ All other prospective staff in this category will be carefully scrutinized and handled on an individual basis.