

Hockey Alberta Referee Council

Police Information Check Policy

Intent

Hockey Alberta is responsible for administering the sport of hockey in Alberta. As volunteers, we are placed in a position of trust with regard to participants and must strive to protect the well-being of players, coaches and other referees. Hockey Alberta is committed to providing opportunities and valuable life experiences to those who participate in hockey. Hockey Alberta will not employ or continue to employ persons who have criminal records and/or patterns of behavior that may place participants at risk.

Hockey Alberta has requested the Referees' Council to implement a policy requiring referees who register within Alberta to provide a Police Information Check ("PIC"). The information collected under this Policy will remain subject to Hockey Alberta Privacy Guidelines and all applicable Provincial and/or Federal Legislation.

The objective of this Policy is to promote an additional level of screening within the Referees' Council while recognizing that PICs are only the first step in protecting vulnerable members of our community. Hockey Alberta will continue to work with the Referees' Council and engage the communities we work in to promote safe environments.

1.0 Policy

1.1 Executive

Beginning with the 2013/2014 hockey season, all members of the Referees' Council Executive and Zone Executive Councils will be required to submit to a PIC. Thereafter, all new members of the Referees' Council and Zone Councils will be required to submit a PIC upon successful election. Thereafter, a new PIC will be required in accordance with Section 1.3.

1.2 Members

Beginning with the 2014/2015 hockey season, all registered officials who are over the age of eighteen (18) (prior to December 31st of any given year) will be required to submit to a PIC. Thereafter, all members shall be required to submit a PIC in accordance with Section 1.3.

1.3 Ongoing Requirements

Each member of the Referees' Council that is required to submit a PIC shall provide a subsequent PIC no less than three (3) years from the date of their previous PIC. Additionally, members shall be required to provide updates on any change to their criminal status in accordance with Section 2.5.

2.0 Procedure

2.1 Submission

Each member of the Referees' Council who is required to submit a PIC shall provide the PIC to the Chairman-GCM Committee no later than December 31 of the current year.

2.2 Review

The local police service or referee official will send all PICs to the Game and Conduct Management Chair of Hockey Alberta for review.

2.3 Positive Check

Where a PIC has returned a positive result, the Game and Conduct Management Chair of Hockey Alberta shall promptly notify the member to seek additional information. The members may, at their discretion, within 21 days dispute such information and provide any clarifications they feel are necessary. Additionally, the member may withdraw their membership with the Referees' Council and no further action will be taken.

2.4 Consideration of Offence

Generally, members with Criminal Code convictions for certain offences or charges pending for certain offences may not be accepted for membership or some positions which shall be determined at the sole discretion of Hockey Alberta on an individual basis. These offences may include but are not limited to:

- all offences described in Part V of the Criminal Code of Canada (sexual offences and offences relating to public morals and disorderly conduct);
- all offences under the Criminal Code of Canada or any other federal statute that have resulted in an Order requiring registration under the Sex Offender Information Registration Act of Canada, or that have resulted in an Order being issued by a Court pursuant to section 810.1 (Order issued on reasonable grounds the person will commit a sexual offence) or section 730 (1) of the Criminal Code of Canada (conditional and absolute discharge Order) or section 733.(1) of the Criminal Code of Canada (Probation Order) or section 810 of the Criminal Code of Canada (Peace Bond) or a common law Peace Bond;
- offences under Part VII of the Criminal Code of Canada (offences against the person, including all Criminal Code driving offences and all other offences against the person described in Part VII); and
- convictions and charges pending under the Controlled Drugs and Substances Act of Canada

Members may be rejected from officiating as a result of other information gained during the PIC process.

2.5 Ongoing Disclosure

Once registered as an official, and regardless whether a PIC is required, all members must inform the Game and Conduct Management Chair of Hockey Alberta if he or she is charged and convicted under the Criminal Code or other Provincial or Federal statutes that would negate their eligibility to hold a position of trust over minor age people.

2.6 Consequences of Non-compliance

Members found to be in non-compliance to this policy will be subject to discipline up to and including not being accepted for membership.

2.7 Appeal

Where a member has been disqualified from officiating as a result of a PIC, the member shall have the right to appeal the disqualification. The member may submit a request to appeal the disqualification to the Hockey Alberta Game and Conduct Management Chair.

Upon receipt of the appeal, the Game and Conduct Management Chair of Hockey Alberta shall convene a meeting no later than thirty (30) days from the receipt of the appeal (the "Appeal Meeting"). The Appeal Committee shall consist of the Zone Chairman, Referee Council Chairman, the Game and Conduct Management Chair, and at least two (2) members at large from Hockey Alberta (the "Appeal Committee").

Members and appeal committee members may attend the meeting in person or over the phone as the situation requires. Appellants are not required to attend the meeting if they so desire.

At the Appeal Meeting, the Appeal Committee shall consider the following:

- Errors or omissions in the information submitted to the local police service;
- Length of time since offence(s);
- Did the offence(s) involve children and/or sexual and/or violence and/or acts of dishonesty;
- Could the offence(s) committed lead the public to conclude that the safety and security of participants is threatened by the ongoing participation of the member; or
- Could the offence(s) committed lead the membership of Hockey Alberta to conclude that the safety and security of members is threatened by the ongoing participation of the member.

A determination will be made by the Appeal Committee will be made as to an appropriate course of action, which may include action up to and including disqualification from refereeing.

3.0 Additional Information

3.1 Consent

The registration of an individual to officiate hockey in Hockey Alberta and the payment of applicable fees for the ability to participate in officiating in Hockey Alberta for the subsequent year is viewed as implied consent by Hockey Alberta to collect, use and disclose personal information about the individual for the purposes identified in this Policy.

Individuals have the right to withdraw or vary consent, at any time, subject to legal or contractual restrictions and reasonable notice. The right to privacy protects individuals from having their personal information collected unnecessarily or for an unreasonable purpose.

Hockey Alberta views the purposes identified in this policy as reasonable and necessary to manage our business and affairs effectively. Therefore, Hockey Alberta will continue to collect, use and disclose personal information to the extent that it is reasonable for meeting the purposes for which the information is collected.

3.2 Additional Information

If individuals have any questions or concerns about this Policy or Hockey Alberta's privacy practices, they can follow the steps below:

- Review the Hockey Alberta Privacy Policy
- Referees may speak with a member of the their Zone Executive or Referees' Council
- Contact Hockey Alberta's Privacy Officer, who will act as an ombudsman to review any formal concerns
- Individuals may choose to seek advice from the Office of Alberta's Information Privacy Commissioner. However, individuals are encouraged to initially follow the applicable steps outlined above.

Respecting an individual's privacy is important at Hockey Alberta. The Hockey Alberta Privacy Policy and supporting practices are designed to ensure that personal information will be protected.