

Administrative Procedure 490 – Appendix

Appendix – Vulnerable Sector Checks for Volunteers

Vulnerable Sector Checks are completed, if willing, by the RCMP on the same document as the Criminal Record Check. An Intervention Record Check is completed by Alberta Family & Social Services.

Vulnerable Sector Checks were created to provide organizations with information to assist them in ensuring a person is safe to hire for a particular position. Vulnerable Sector Checks are intrusive background checks, and the RCMP must be satisfied that this check is warranted and the position meets the criteria.

Vulnerable Sector Check Criteria: People who volunteer or have jobs where they are in positions of trust or authority over children or vulnerable persons can be asked by the organization to obtain a vulnerable sector check, and the RCMP will honour the organization's request. Being in a position of trust or authority is more than just having contact with children or vulnerable persons; the nature of the position must cause the person to have authority over or trust of children or vulnerable persons.

Procedures

1. The Principal will ensure that any volunteer who, in the opinion of the Principal, is placed in a position of trust or authority over children, spends an extended period of time with a student(s) in an unsupervised setting, or who accompanies an overnight student excursion will require a current (within twelve (12) months) Vulnerable Sector Check and Intervention Record Check on file at the school prior to undertaking such an activity.
2. The Principal will ensure that prior to requesting a volunteer provide a Vulnerable Sector Check, they have determined that this volunteering position will "cause the person to have authority over or trust of children or vulnerable persons."

Examples of volunteers who would be in a position of trust and therefore be required to provide a Vulnerable Sector Check may include a student teacher, volleyball coach, a volunteer going on a sleepover with the class, or a volunteer in charge of a group of young children at the pool (helping them change in the change rooms).