



NORTHERN ONTARIO HOCKEY ASSOCIATION

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Criminal Record Checks for Officials – Plan for 2011-2012

Revised June 2, 2011

APPENDIX R

In an effort to ensure that we do not encounter problems with Criminal Record Checks which includes the Vulnerable Sector Screening for Officials, the NOHA Referee Committee has agreed to the following process:

- Over the course of the 2010-2011 season, the NOHA Office entered Criminal Record Check information into the HCR. This will help in future years to know when an Official's Criminal Record Check has expired or will need to submit a Check. Officials who submitted a Criminal Record Check will show an expiry date of August, 2014; Officials who turn 18 before September 1, 2011 will show an "expiry date" in the HCR of August, 2011. As we move forward, Officials who have not turned 18 will also show an expiry date to coincide with the season in which they will need to submit a Criminal Record Check which includes the Vulnerable Sector Screening.
- In June of each season, the NOHA Office will send a memo by e-mail to all Officials who were registered in the previous season that turn 18 years of age by September 1. The memo will explain that they need to submit a Criminal Record Check which includes the Vulnerable Sector Screening for this season before they are able to officiate and will explain who they need to submit the Check to and will clearly explain the consequences of officiating without being cleared. If the Official does not have an e-mail address – or if the e-mail bounces back – a letter will be sent in the mail.
- In time for the annual NOHA Referee-in-Chief Meeting, the NOHA will supply to each District Referee-in-Chief and Council Director, the list of all Officials in their District who officiated last season that require a Criminal Record Check which includes the Vulnerable Sector Screening to be submitted before they step on the ice. Any Official who turns 18 before September 1 of each season must have an updated and cleared Criminal Record Check which includes the Vulnerable Sector Screening before they can officiate. The NOHA Office will also have the ability to compare Clinic registration lists with the Criminal Record Check spreadsheet to determine who needs to supply a Criminal Record Check which includes the Vulnerable Sector Screening.
- By September 15 of each season, the Referees-in-Chief are to send updated lists to all Assignors in their District. It will be the responsibility of the Council Director to follow up and ensure that this task has been completed.
- It will be the responsibility of the District Review Person to continually provide updates to the Referee-in-Chief and Council Director in regards to who has had



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their Criminal Record Check which includes the Vulnerable Sector Screening cleared. Once the names have been supplied, the Referee-in-Chief is to provide the names to the NOHA Technical Director and Assignors. The Technical Director will update the spreadsheet on file and regularly provide the updated document to the Referee-in-Chief and Council Director.

- The NOHA will post on the clinic page of the NOHA website the policy on Criminal Record Checks which includes the Vulnerable Sector Screening for Officials. In addition, a note will be placed on the HCR clinic page reminding Officials of the need to submit a Criminal Record Check which includes the Vulnerable Sector Screening before they can officiate as we had done for this past season's clinics.
- At all NOHA Officiating Clinics, the instructors are to discuss the Criminal Record Check Policy for Officials which includes the Vulnerable Sector Screening. All clinics should be scheduled and available for registration at least one month in advance in order to allow Officials the opportunity to apply for a Criminal Record Check which includes the Vulnerable Sector Screening.

Discipline

Officials who are over the age of 18 as of September 1 of the current season are not to officiate until such time that their Criminal Record Check which includes the Vulnerable Sector Screening has been cleared by the District's Review Person.

Officials over the age of 18 who have not been cleared by the District's Review Person but have officiated are to be removed from all further assignments and will be suspended for a minimum of one month from the time that the Criminal Record Check which includes the Vulnerable Sector Screening is cleared by the District's Review Person. For example, if an Official is on the ice on September 15 and his Criminal Record Check which includes the Vulnerable Sector Screening is cleared on October 1, he will be removed from the ice immediately and be suspended for a minimum of one month from October 1.

Assignors who assign Officials who do not have an updated and cleared Criminal Record Check which includes the Vulnerable Sector Screening will be suspended for a minimum of one month from the date of the game that the Official was assigned to.

The NOHA President and NOHA Referees Committee reserve the right to separately investigate any incident and deal with such on its separate merit.