



PREVENTION.

RUGBY CANADA SAFE SPORT RESOURCE

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SCREENING

Rugby Canada understands that screening personnel and volunteers is a vital part of providing a safe sporting environment and has become a common practice among sport organizations that provide programs and services to the sport community.

It is the shared responsibility of all involved in the game to ensure that coaches, volunteers, Match Officials, those accompanying a team to an event/ competition, paid staff, or otherwise engage with vulnerable individuals are screened appropriately according to the local, provincial, and/or national Screening Policy.



SCREENING REQUIREMENTS MATRIX

RISK LEVEL	ROLE	TRAINING REQUIRED	SCREENING
LEVEL 1 (LOW RISK)	Participants involved in low-risk assignments who are not in a supervisory role, not directing others, not involved with finances, and/or do not have unsupervised access to Vulnerable Participants <i>Examples:</i> A. Parents, youth, or volunteers who are helping on a non-regular or informal basis	Onboarding training provided relevant for the volunteering role. A. CAC Safe Sport Training (Annually)	A. Complete an Application Form B. Complete a Screening Disclosure Form
LEVEL 2 (MEDIUM RISK)	Participants involved in medium risk assignments who may be in a supervisory role, may direct others, may be involved with finances, and/or who may have limited access to Vulnerable Participants. <i>Examples:</i> A. Athlete support personnel B. Non-coach employees or managers C. Directors D. Coaches who are typically under the supervision of another coach	A. World Rugby Rugby Ready B. World Rugby Concussion Management for the General Public C. CAC Safe Sport Training (Annually) Coaches should be trained/certified with the relevant accreditation.	A. Complete an Application Form B. Complete a Screening Disclosure Form C. Complete and provide an E-PIC D. Provide one letter of reference related to the position E. Provide a driver's abstract, if requested
LEVEL 3 (HIGH RISK)	Participants involved in high risk assignments who occupy positions of trust and/or authority, have a supervisory role, direct others, are involved with finances, and who have frequent or unsupervised access to Vulnerable Participants. <i>Examples:</i> A. Full time coaches B. Coaches who travel with Athletes C. Coaches who could be alone with Athletes	A. World Rugby Rugby Ready B. World Rugby Concussion Management for the General Public C. CAC Safe Sport Training (Annually) Coaches should be trained/certified with the relevant accreditation.	A. Complete an Application Form B. Complete a Screening Disclosure Form C. Complete and provide an E-PIC and a VSC D. Provide one letter of reference related to the position E. Provide a driver's abstract, if requested

Young People

Rugby Canada defines a young person as someone who is younger than 18 years of age.

When screening young people Rugby Canada will:

- i. Not require the young person to obtain a VSC or E-PIC; and
- ii. In lieu of obtaining a VSC or E-PIC, require the young person to submit up to 2 additional letters of reference.

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SCREENING: LINKS & DOCUMENTS

[Application Form](#)

[Screening Disclosure Form](#)

[Screening Renewal Form](#)

[Orientation and Training Acknowledgement Form](#)

Request for a Vulnerable Sector Check – Note the process to obtain a Vulnerable Sector Check varies across Canada. Consult your local RCMP office or local police department for more information.

[Information on Vulnerable Sector Checks](#)

ONLINE TRAINING

Rugby Canada's recommendation for mandatory safe sport training is the [CAC's Safe Sport Training](#) (eLearning available for free via the Locker).

Rugby Canada is guiding its Provincial Unions to follow their own provincial or territorial government's lead (i.e. Saskatchewan and Manitoba have existing requirements). As with other training and development initiatives, National Sport Organizations and their Provincial Sport Organizations may agree to additional learning opportunities in safe sport training. Rugby PTSOs can follow Rugby Canada's recommendation, or access training per their own decision and discretion.

We have included a list of additional recommended training opportunities on the following pages.

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ONLINE TRAINING: CONTINUED

The following personnel are considered under the jurisdiction of Rugby Canada and must complete Safe Sport Training annually.

Decision-makers:

- Senior staff
- High-performance directors
- Case managers
- Adjudicators
- Investigators
- Operational Board members

Those with direct athlete contact:

- National team athletes
- All National Team Coaches, including senior, age grade and any guest coaches
- High-performance staff
- National training centre staff
- Nationally appointed Coach Developers
- Integrated support team personnel (mental, strength and conditioning, nutrition, physio, massage, etc.)
- Contractors
- Nationally appointed Officials
- It is recommended that parents of athletes in age grade programs also complete the training. If the parent is volunteering with the program in an official capacity, the training becomes mandatory

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ONLINE TRAINING: CONTINUED

Those with no direct athlete contact:

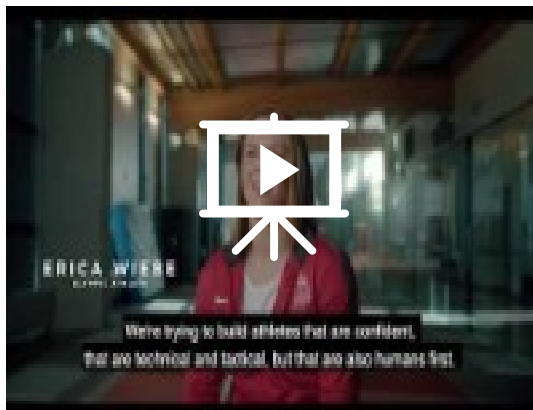
- Administration/finance staff
- Standing Board committee members
- Operational committee members
- Judicial board members
- Governance board members (no operational involvement)
- Event volunteers
- NSO office staff
- Any Rugby Canada owned corporation Board of Directors and staff

CAC SAFE SPORT TRAINING



The Coaching Association of Canada, Safe Sport Training is the recommended training for all mandatory safe sport training in rugby in Canada. By completing Safe Sport Training you will gain the knowledge and skills to create healthy and safe environments by recognizing, addressing and preventing maltreatment in sport.

To access CAC Safe Sport Training, [click here](#).



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RESPECT IN SPORT



The Respect in Sport Activity Leader/Coach Program educates youth leaders, coaches, officials and participants (14-years and up) to recognize, understand and respond to issues of bullying, abuse, harassment and discrimination (BAHD).

For more information on Respect in Sport and to access the training, [click here](#).

COMMITTO KIDS



The [Commit to Kids \(C2K\) for Coaches](#) online training empowers coaches and other sport leaders with practical information to help them enhance child and youth safety in sport. It highlights the importance of understanding boundaries, sexual misconduct and reporting inappropriate behaviour.

This online training consists of eight separate modules that address the following:

- Child sexual abuse
- The grooming process
- Handling disclosures of child sexual abuse
- The impact of child sexual abuse
- Creating a Child Protection Code of Conduct for your organization
- Policies and procedures to use to protect children in your organization
- The C2K program for child-serving organizations

Upon completion of this training and a successful knowledge validation test, coaches will receive three NCCP professional development points towards the maintenance of certification. Users will be required to enter their NCCP ID number and birthdate prior to completing the test.

To access the Commit to Kids (C2K) training, [click here](#).

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RED CROSS – RESPECT EDUCATION COURSES



The Canadian Red Cross offers a suite of in person and e-learning courses to help create a safe environment for all.

To find out more about the Canadian Red Cross and the Respect Education Courses, [click here](#).

CAC AND NCCP MULTI-SPORT TRAINING MODULES



Coaching Association of Canada
Association canadienne des entraîneurs

[NCCP Multi-sport Training Modules](#) cover topics relevant to all sports (nutrition, for example) and help you become a more effective coach. They also provide training for coaches working towards Trained status within their NCCP coaching pathways. Completing any module counts toward your Maintenance of Certification.

To find out about the courses offered, [click here](#).

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RESPONSIBLE COACHING MOVEMENT



TAKE THE PLEDGE

The Responsible Coaching Movement (RCM) is a call to action for sport organizations, parents, and coaches to enact responsible coaching across Canada – on and off the field. The Coaching Association of Canada and the Canadian Centre for Ethics in Sport support the Canadian sporting community in improving practices that ensure the health, safety and well-being of all participants.



THREE STEPS TO RESPONSIBLE COACHING

The Three Steps to Responsible Coaching (Rule of Two, Background Screening and Ethics Training) help participants and coaches benefit fully from sport participation in a safe, healthy, and fun environment.

To learn more about the Responsible Coaching Movement, [click here](#).

To take the Responsible Coaching Movement pledge, [click here](#).