



Dundas Little League

Established 1954

Policy name: Background Check Policy

Date approved: March 2024

Purpose: To provide protection and safety for all children and volunteers directly and indirectly involved in Dundas Little League.

POLICY

The Little League Policy on Volunteers states that “All local Little Leagues are required to conduct background checks on managers, coaches, directors, members and any other persons, volunteers or hired workers, who provide regular service to the league. Individuals are also required to complete and submit a Little League Volunteer Application to their local league.”

All volunteer candidates must complete a Little League Canada Volunteer Application form annually, and either a Vulnerable Sector Scan (VSS, every 3 years) or a Criminal Offence Declaration (COD) Form (in-between years). The Volunteer Application, COD and link to Hamilton Police Services are all available on our website: https://dundaslittleleague.com/Pages/1301/Coaches_and_Parents/. A VSS can take up to a couple of months to process so volunteers are encouraged to apply early. All forms can be uploaded on our website here: https://dundaslittleleague.com/Forms/2845/Coaches_Document_upload/.

Example:

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
VSS	CODF	CODF	VSS	CODF	CODF	VSS	etc.

Any VSS completed for any reason (e.g. any volunteering or employment) and dated within 6 months of the submission date is accepted.

All costs, whether the checks are performed in-person or online, are fully covered by DLL.

All volunteers must complete a Volunteer Application and VSS prior to assuming a volunteer role. Coaches cannot take the field without having submitted all the necessary documents.

The Board holds all eligibility requirements surrounding “a volunteer” and has final say on any decision involving this policy.

