



# LONDON - ST. THOMAS CROATIA SOCCER CLUB

## Volunteer Screening Audit Checklist

Name of Club: \_\_\_\_\_

Date of Audit: \_\_\_\_\_

Audit completed by: \_\_\_\_\_

Number of applications to be reviewed to determine compliance (20%)

Has the Club attended a Volunteer Screening Workshop offered by the District or The OSA?	YES	NO
Has the Club attended a Volunteer Screening Workshop offered by the District or The OSA?	YES	NO
Does the Club have a Screening Policy approved by their Board of Directors?	YES	NO
Does the Club have an organizational chart that clearly illustrates who volunteers and staff are accountable to – reporting lines for harassment and discipline?	YES	NO
Does the Club have a Volunteer Screening Panel?	YES	NO
Does the Club safeguard the confidentiality of personal information gathered during the screening process?	YES	NO
Does the Club have appropriate policies in place regarding Police Records Checks including what is considered an unacceptable Police Records Check?	YES	NO
Are all current volunteers and staff assessed as high, medium, or low risk?	YES	NO
Have all high risk staff and volunteers completed: <input type="checkbox"/> an application form and included references <input type="checkbox"/> been interviewed by a selection committee <input type="checkbox"/> had references checked <input type="checkbox"/> provided a Police Records Check	YES	NO
Have all medium risk staff and volunteers completed: <input type="checkbox"/> an application form and included references <input type="checkbox"/> provided a Police Records Check	YES	NO
Have all low risk staff and volunteers completed: <input type="checkbox"/> an application form and included references	YES	NO
Are all volunteers and staff aware of the boundaries and limitations?	YES	NO