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**Supplemental Sexual Abuse Information Application**

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| Name of Applicant: |  |

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| 1. Do you have a written abuse protocol for your employees and volunteers? ❑ Yes ❑ No

Has your protocol been approved by your* 1. Governing body ❑ Yes ❑ No
	2. Legal Counsel ❑ Yes ❑ No
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| 1. Does your employment and volunteer application include questions about whether the individual has ever been

convicted of any crime, including sex-related or child-abuse related offenses? ❑ Yes ❑ No  |
| 1. Do you routinely request and receive background investigations on the following individuals?

 Employees ❑ Yes ❑ No Coaches ❑ Yes ❑ No   Volunteers ❑ Yes ❑ No Officials ❑ Yes ❑ No If Yes, how often:  |
| 4. What type of Criminal background check is performed? ❑ Provincial ❑ Federal ❑ Abuse-registry |
| 5. While waiting for results of background investigations, are individuals permitted to work with minors? ❑ Yes ❑ No6. Do you permanently and securely keep records of police & background checks including reference numbers/applicants  names & dates for all relevant personnel? ❑ Yes ❑ No  |
| 7. Please describe the procedure you follow if a background investigation reveals a past offence of any kind: |
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| 8. At staff/volunteer orientations, do you discuss physical/sexual abuse, including how to recognize the signs, what  to do if a member reports someone molested him/her, etc? ❑ Yes ❑ No Is this training provided annually? ❑ Yes ❑ NoIs it mandatory that all employees and volunteers receive this orientation and training? ❑ Yes ❑ NoIs there an acknowledgement signed by all employees and volunteers that they have received the orientation and training? ❑ Yes ❑ No |
| 9. Do you conduct any activities away from the premises (such as day trips, overnight trips, etc.) ❑ Yes ❑ No  |
| If yes, please provide full details: |  |
| 10. Do you have a written crisis management plan in place for dealing with member, employees, victims, parents,  authorities and media if you have an incident of abuse? ❑ Yes ❑ No **If Yes, Please attach a copy** Are written reports made of the investigation? ❑ Yes ❑ No Are the records permanently kept on file? ❑ Yes ❑ No |
| 11. Have you ever had an incident which resulted in an allegation of physical or sexual abuse? ❑ Yes ❑ No  |

 **If Yes, please attach a summary of the incident including a full description, and the outcome**

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| 1. Please describe any additional measures taken by your organization to prevent sexual abuse of minors:
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