



Oakville Jaguars Soccer Academy

Oakville, ON | www.oakvillejaguars.com

Screening Policy

Policy Number	Version	Date Issued	Applies To
OJSA-SS005	1.0	2024	All Coaches, Staff, Volunteers & Team Officials

The Oakville Jaguars Soccer Academy is committed to creating a safe environment for all participants. Screening helps ensure that individuals working with players — especially minors — are appropriate and qualified to do so.

1. Mandatory Screening Requirements

All coaches, team officials, volunteers, and staff who have direct contact with players must complete the following before working with OJSA teams:

- **Police Vulnerable Sector Check (VSC)** — required for all individuals working with minors. Must be renewed every three years or as required by Ontario Soccer.
- **Respect in Sport — Activity Leader Program** — all coaches and team officials must complete this online certification through Ontario Soccer.
- **OJSA Registration Form** — all coaches and officials must be formally registered with Ontario Soccer through OJSA.

2. Process

- OJSA will communicate screening requirements to all new coaches and officials during onboarding
- Coaches are responsible for initiating and completing their own VSC and submitting proof to OJSA
- OJSA will maintain a record of screening status for all active coaches, staff, and volunteers
- Individuals who have not completed required screening may not participate in OJSA activities involving minors

3. Ongoing Requirements

- Coaches and staff must notify OJSA immediately if they are charged with or convicted of any criminal offence
- OJSA reserves the right to require updated screening at any time
- Failure to maintain required certifications may result in suspension from coaching activities

4. Confidentiality

Screening information is treated confidentially and used only for the purpose of assessing suitability to work with OJSA participants. Records are stored securely and accessed only by authorised OJSA personnel.

5. External Resources

[Ontario Soccer — Coach Registration & Certification](#)

 Respect in Sport — Activity Leader Program

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