



Avon Hockey (INC.)

POLICE VETTING POLICY

Policy

In order to contribute to a safe and secure environment, Avon Hockey will require the following people to undergo police vetting:

- All volunteer coaches and managers of players under 16 /18, as soon as practicable at the beginning of the season and bi-annually after that;
- All volunteer coach and umpire mentors over the age of 16 at the beginning of the season and bi-annually after that;
- Any other key volunteers, who come into contact with children under the age of 16, as appropriate, and bi-annually after that.

Procedures

- The President /or nominated person will be responsible for organising police vetting. The official form from the Ministry of Justice will be used (<http://www.justice.govt.nz>).
- Without exception, every person noted above will be requested to complete a Ministry of Justice police vetting form.
- Only the preferred person's police vetting form will be sent through to the Ministry of Justice for processing. (note – may need to use equivalent if foreign national)

1. The President or nominated person will receive and review the police vetting report. If it is 'clear', the appointment process can continue. If it is not 'clear', the President will consult with the appropriate Club Captain before making a decision about whether the appointment will go ahead or existing position be continued.

- The specifics of the report must be kept confidential to the person being vetted.
- Avon Hockey will conduct the above procedure in compliance with the requirements of the Employment Relations Act, the Privacy Act, and the Humans Rights Act.

Rationale

Avon Hockey has an obligation to take all practicable steps to provide a safe environment for its players and volunteers and members including people of all ages and genders.