



Police Records Check Process For All Jurisdictions Except Toronto, Guelph, Peel, Halton, Hamilton, Bradford West Gwillimbury/Innisfil, and York (Revised April 2005)

As a condition of membership in Scouts Canada, applicants for adult membership must provide to the Council Scout Office, a **Police Records Check (PRC)** prior to assuming a volunteer role and every three years thereafter. **A record of criminal convictions means the applicant will be ineligible for membership in the organization.** Many offences are pardonable and Scouts Canada respects said pardons. However a PRC may indicate a pardon with respect to a sexual offence, which will make the applicant ineligible. Other information provided on the Police Records Check will also be considered in determining eligibility.

It should be noted that all Police Records Checks for Scouts Canada must include the vulnerable sector screening for pardoned sexual offenders. If your Police Department requires additional documentation from Scouts Canada to complete this process please contact the Police Records Check Department at the Central Ontario Administration Centre (1-888-726-8876, ext. 231).

While Police Records Checks are mandatory for all adult volunteers, we have only been able to set up specific procedures for Toronto, Guelph, Bradford West Gwillimbury/Innisfil, Hamilton-Wentworth, Caledon, Wellington, Waterloo, Peel Region, York Region and Halton Region. If you are serviced by the Ontario Provincial Police, please contact the Central Ontario Administration Centre for a letter requesting them to complete the Vulnerable Sector Screening for Pardoned Sexual Offenders. This is a requirement of Scouts Canada and Police Records Checks that do not have this completed will be rejected.

As you live outside these jurisdictions, please contact the police in your jurisdiction and arrange for the completion of this process.

When the applicant has received the completed Police Records Check it **MUST** then be delivered to or mailed as soon as possible to the Council office at:

Police Records Check Department (**Confidential**)
Scouts Canada
Central Ontario Administration Centre
265 Yorkland Blvd, 2nd Floor
Toronto ON M2J 5C7

Until your membership is confirmed, you cannot assume your role in Scouts Canada.

Thank you for your cooperation.