

Does This Volunteer Role Require a **Police Check**?



	Level 1 Criminal Record Check	Level 2 Criminal Record and Judicial Matters Check	Level 3 Vulnerable Sector Check (VSC)	Level 4 Broad Record Check
Used for	Roles where criminal convictions are directly relevant. For roles related to the vulnerable sector, see Level 3.	Roles where criminal convictions, discharges and outstanding entries are directly relevant. For roles related to the vulnerable sector, see Level 3.	Roles when: <ul style="list-style-type: none"> • The position must be one of trust and authority towards vulnerable persons¹; • The volunteer will be interacting with vulnerable clients in a largely unsupervised capacity; • Contact with vulnerable persons will be sustained and regular. 	Exclusively for those who may care for or provide a service to a child or youth under the Child, Youth and Family Services Act or the Intercountry Adoption Act.
Example roles	Cash handling, warehouse sorting	Donor data management, opening or closing a locked space	Friendly visitor (in client homes), one-to-one mentor, camp counsellor	Child care practitioner
Fee for volunteers²	Free with letter	Free with letter	\$26.72 with Agency Code	\$71.72
Minimum age³	18	18	18	18

¹**Vulnerable person** is someone who, because of their age, a disability, or other circumstances, whether temporary or permanent, are (a) in a position of dependence on others or (b) are otherwise at a greater risk than the general population of being harmed by person(s) in a position of authority or trust to them.

²**Fees listed are for Toronto.** Check with your local police service for fees in your region.

³Checks may be requested from individuals under 18 if the role is with a **municipal, provincial, or federal government or government agency**.

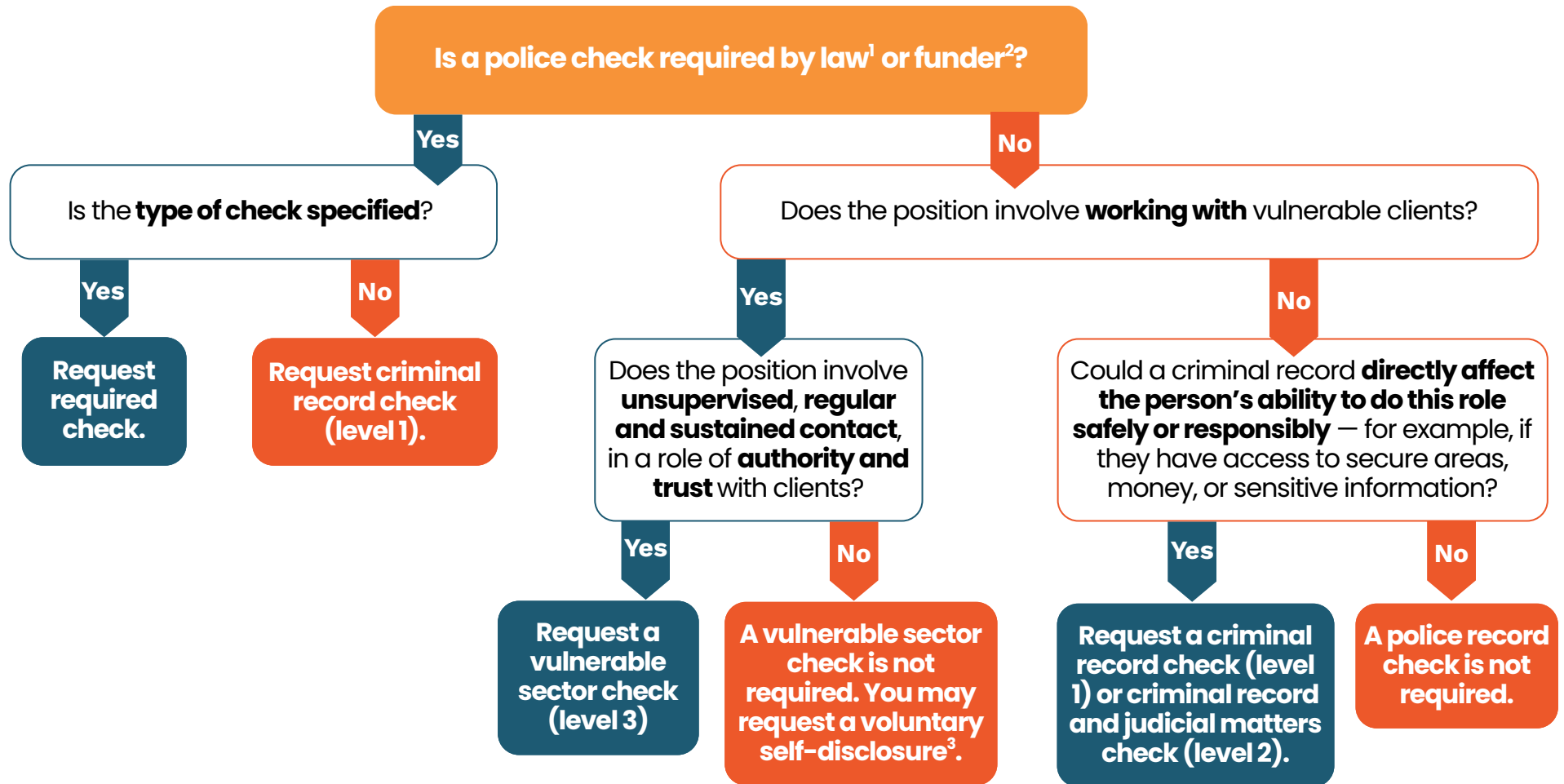
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This check includes:				
Criminal convictions	✓	✓	✓	✓
Findings of guilt under Youth Criminal Justice Act within disclosure period	✓	✓	✓	✓
Outstanding entries (charges, warrants, judicial orders, peace bonds, probation, prohibition orders)	-	✓	✓	✓
Absolute (1 year) and conditional (3 years) discharges	-	✓	✓	✓
Charges that resulted in a finding of not criminally responsible on account of mental disorder	-	-	✓	✓
Non-conviction information if the police service decides it meets “Exceptional Disclosure” guidelines	-	-	✓	✓
Contact where actions were taken against the person under the Mental Health Act (suffering or apparently suffering from a mental disorder of a nature or quality where serious bodily harm was likely)	-	-	-	✓
Every contact between the person and a police service where there is written record (unless disclosing would interfere with law enforcement, or if the person is unaware of the contact, was a minor, or it is not relevant to the role)	-	-	-	✓

Did you know? Requesting police can create barriers and waste valuable time and money. Consider alternative screening approaches - [learn more in our blog post](#).

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Find out if your volunteer role needs a police check in the online decision tool

¹**Law Examples:** [Long-Term Care Homes Act](#), [Intercountry Adoption Act](#), [Child Youth and Family Service Act](#)

²**Funder Examples:** [Ontario Arts Council](#), [Sport Canada](#)

³[Example volunteer offence declaration form](#)