

STATEMENT of POLICY

Code: E.10

EMPLOYMENT PRACTICE: CONFIDENTIAL INFORMATION AND DISCLOSURE OF INFORMATION

The School District of Whiteshell recognizes the importance of safety and well being of students. The District will ensure that all individuals employed with the District are carefully screened prior to being allowed to work within the schools.

For those persons hired after December 31, 2009

1. **Child Abuse Registry Check**

All persons offered employment with the District, are required to submit a Manitoba Family Services and Housing Child Abuse Registry check, prior to final confirmation of employment with the District.

2. **Criminal Record/Vulnerable Sector Check**

All persons offered employment with the District, are required to submit a Criminal Record/Vulnerable Sector Check prior to final confirmation of employment with the District.

3. **Disclosure of Information**

Child Abuse Registry Check:

Placement on the Child Abuse Registry may exclude employment with the Whiteshell School District.

Placement on the Child Abuse Registry may result in the dismissal of any employee of the Whiteshell School District.

Criminal Records/Vulnerable Sector Check

All existing employees and potential employment candidates of the Whiteshell School District are required to disclose a criminal record. This disclosure may not necessarily preclude them from consideration/continuance of employment within the Whiteshell School District.

4. Records Maintenance

All disclosures will be reported to and adjudicated by the Superintendent. The School District office will be required to ensure that the above-mentioned documentation remains on file in a strictly confidential manner.

BROUGHT TO THE BOARD: June 22, 1999

AMENDED BY MOTION: June 24, 2003

APPROVED BY MOTION: K. Hoard, K. Harvey

AMENDED BY MOTION: March 23, 2010

APPROVED BY MOTION: N. Miller, D. Woodbeck