



**Ontario Minor Hockey Association**  
25 Brodie Drive, Unit 3, Richmond Hill, Ontario, L4B 3K7  
Tel: 905-780-OMHA (6642) Fax: 905-780-0344  
Go to the net at: [www.omha.net](http://www.omha.net) · E-mail: [omha@omha.net](mailto:omha@omha.net)

## MEMORANDUM

**TO:** All OMHA HCOP Officials

**FROM:** Bill Hutton, OMHA Risk Management Officer

**CC:** OMHA Board of Directors  
OMHA Centres

**DATE:** 13 April, 2006

**SUBJECT:** Policy and Procedures for Police Record Checks for OMHA Referees

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***The following was adopted by the OMHA Board of Directors December 4, 2005***

This policy applies to all HCOP Officials registered with the OMHA regardless of age or level officiating in all Ontario Minor Hockey Association games. The Ontario Minor Hockey Association accepts its significant responsibility with respect to all members.

In general, referees with outstanding Criminal Code convictions, some open-ended, the majority ten years old or more recent or charges pending for certain offenses will not be allowed to referee in the Ontario Minor Hockey Association. These offenses include the following:

- Sexual assault (no time limit)
- Sexual exploitation (no time limit)
- Invitation to Sexual Touching (no time limit)
- Sexual interference (no time limit)
- Physical assault
- Indictable criminal offenses for child abuse
- Outstanding convictions or charges pending for criminal driving offenses, including but not limited to impaired driving
- Current prohibitions or probation orders forbidding the individual to have contact with children under the age of 14
- Intent to traffic or trafficking in illegal substances
- Possession or other illegal substance convictions
- Any violent offense, whether or not it involved weapons
- Making, distribution or possession of child pornography

Member of:





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### **NOTE:**

It should be noted that every referee, once accepted into the Ontario Minor Hockey Association Officiating Program, is obliged to inform the OMHA Risk Management Officer at the OMHA Office, if he or she is charged and/or convicted of any of the above listed offenses. Failure to comply with this note shall result in a suspension from the OMHA Officiating Program.

### **PROCESS:**

It is important that the OMHA Board of Directors and the local Minor Hockey Association Executive never have access to the details in a Police Record Check. This way the OMHA Board of Directors and Association Executives are above reproach in regard to confidential information.

All present HCOP Officials registered with the OMHA shall be required to produce a copy of their police record check in a sealed envelope at the OMHA Recertification clinic that they will be attending for the 2006-2007 hockey season. The envelope containing the police record check will be handed over to the Development Coordinator for the clinic. The Development Coordinator will forward all the envelopes to the Risk Management Officer at the OMHA office. The Risk Management Officer will verify that a police record check has been received from each attendee at the clinic, review the police record checks, and ensure that each referee is in good standing with the policy. The Risk Management Officer will notify those referees with a positive police record check of their suspension from the OMHA Officiating Program. A copy of the suspension notice will be forwarded to the Technical Director, Referees, the Area Lead Referee Instructor, the local Referee-In-Chief and the President of the local Minor Hockey Association.

If the status of the suspended referee changes, he/she shall contact the Risk Management Officer for possible re-instatement. The decision to re-instate a referee will be at the discretion of the Technical Director, Referees.

For new referees attending an OMHA Referee Clinic or one of the OMHA Referee Schools for the 2006-07 hockey season, they shall bring a copy of their police record check to the clinic in a sealed envelope. The envelope containing the police record check will be handed over to Development Coordinator for the clinic. The Development Coordinator will forward the envelopes to the Risk Management Officer. The Risk Management Officer will verify that a police record check has been received from each attendee at the clinic, review the police record checks, and ensure each referee is in good standing with the policy. The Risk Management Officer will notify those referees

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with a positive police record check of their suspension from the OMHA Officiating Program. A copy of the suspension will be distributed as per the above.

For those referees crossing-over from the OHA, OWHA or Alliance or moving into the OMHA area, they shall show proof by producing a copy of a current police record check having been completed while in the above noted Associations. Failure to do so will nullify them from refereeing in the OMHA until such time they produce a copy of a completed police record check.

**COST:**

In Ontario, Police Services normally charge an administration fee for police record checks. Police Services will waive the fee if the applicant is volunteering their services in the Community. Referees receive a nominal fee for refereeing minor hockey games. Referees also incur expenses to referee minor hockey games, i.e. fees for clinics, equipment, travel, etc. Most Police Services will waive the fee if it can be shown that you are providing a community service which refereeing minor hockey would include. If a fee is incurred, the referee is responsible for that expense.

**APPEAL PROCESS:**

Any OMHA referee who is suspended by the Risk Management Officer resulting from a positive police record check or charges pending relative to the criminal offenses listed in this policy may appeal to the Technical Director, Referees. The Appellant shall have 7 days from the date on which they received notice of their suspension to submit written notice of their intention to appeal, along with detailed reasons for the appeal, and a non-refundable appeal fee of \$100.00 dollars to the OMHA. If the Appellant wishes to appeal the decision of the Technical Director, Referees he/she may do so following the OMHA Appeals Committees/Board process as outlined in the OMHA Manual of Operations.

A police record check produced for the 2006-07 season will serve the purpose of this policy given the "NOTE" to notify the OMHA Risk Management Officer of any change in status.

If there are any questions or concerns in regard to the above or you require further information, please contact me directly.

Bill Hutton  
Risk Management Officer  
Ontario Minor Hockey Association

Member of:

