

402 CRIMINAL RECORD AND CHILD WELFARE INTERVENTION RECORD CHECKS

Belief

Every effort is to be made to ensure that employees have a Criminal Record Check and a Child Welfare Intervention Record Check.

Procedures

1. All new employees not employed in the previous academic year by the Maskwacis Education Schools Commission ("MESC") are required to provide a Criminal Record Check and Child Welfare Intervention Record Check as a condition of employment.
2. All contracts and job offers issued shall be contingent upon receipt of a suitable Criminal Record Check and Child Welfare Intervention Record Check.
3. Each employee and prospective employee shall, within a time period specified by Superintendent, provide a current Criminal Record Check which includes information relevant to working with the vulnerable sector.
4. The requirements of section 3 above, shall apply to temporary employees on the occasion of being offered permanent employment.
5. The Criminal Record Check and Child Welfare Intervention Record Check shall be paid for by the employee.
6. If an employee fails to provide a criminal record check within the time specified, or if the contents are considered by the Superintendent to be incompatible with employment with MESC, the employee's contract of employment shall be terminated, with cause.
7. If a prospective employee fails to provide a Criminal Record Check within the time specified, or if the contents are considered by the Superintendent to be incompatible with employment with MESC, the prospective employee's offer of employment shall be rescinded.
8. Employees must immediately advise their supervisor of any emergent Criminal Record Check or Child Welfare Intervention Record Check entries.
9. The nature and date of any charges or convictions revealed through a Criminal Record Check will be considered by the Superintendent relative to the current date and the individual's responsibilities as an employee.