



<b>SECTION:</b>	<b>Human Resources General</b>	<b>APPROVAL DATE:</b>
<b>SUBSECTION:</b>	<b>Hiring</b>	<b>November 3, 1997</b>
<b>POLICY NAME:</b>	<b>Pre-Employment Screening Practices</b>	<b>LAST REVISED:</b>
<b>POLICY NUMBER:</b>	<b>P.HRG.G.3</b>	<b>June 7, 1999</b>

In its mission statement and governing values, the Wellington Catholic District School Board acknowledges its duty of care to students and staff and its shared responsibilities with both Church and home. Acceptance of this duty is reflected in the Board's programs, services and activities as well as in its policies and procedures.

The Wellington Catholic District School Board will take all reasonable steps to ensure that no harm comes to the students and staff in its charge. This will be accomplished by conforming to applicable legislation, and taking the necessary measures to enhance the safety of its facilities and programs while being vigilant of the conduct of its employees and all personnel who have direct and unsupervised access to students.

The Board believes that the careful selection of all personnel, whether remunerated for service or classified as a volunteer, is critical to the success and safety of the programs and services offered to students.

All persons entering the service of the Wellington Catholic District School Board will participate in a screening process that is respectful of the legislated rights of the individual, appropriate to the nature of the position applied for and subject to the regulations attended to herein.