

Tool Kit

The following is a list of the tools your organization will need to implement and apply the policy. The intended recipient of each tool is shown by an X.

<i>Tools</i>	<i>Administrator</i>	<i>Volunteer</i>	<i>Paid Staff</i>	<i>Parent</i>
1. Model prevention and intervention policy on violence and sexual abuse.	X	X	X	
2. Steps for implementing a prevention and intervention policy on violence and sexual abuse.	X			
3. a) Model of a resolution for introducing a prevention and intervention policy on violence and sexual abuse; b) Model of a resolution for implementing a prevention and intervention policy on violence and sexual abuse.	X X			
4. Code of Ethics of the organization.	X	X	X	X
5. Model of a resolution proposing a modification to the general by-laws.	X			
6. Interview guidelines for selecting volunteers and paid staff.	X			
7. Candidate's Personal Information Sheet.	X			
8. Steps for conducting a criminal background check.	X			
9. Criminal Background Check Request.	X			
10. Memorandum of Understanding concerning criminal background checks on volunteers working with vulnerable people.	X			
11. Guidelines regarding proper behaviour with youths.	X	X	X	X
12. Information documents : a) Keeping an Eye out for Violence against Children and Teens; b) Myths and Realities; c) Violence and Children; d) Approaches and Techniques for receiving Confidences from a Youth; e) Newsletter to Parents; f) Indicators that a Youth might be a Victim of Violence or Sexual Abuse.	X	X	X	X
13. Notice of hearing regarding suspension or dismissal.	X			

MODEL PREVENTION AND INTERVENTION POLICY ON VIOLENCE AND SEXUAL ABUSE

1. CONTEXT OF THE INTERVENTION

Sports and recreational activities provide an ideal environment for children to learn and develop respect and a spirit of healthy competition and solidarity. In this context, group settings and achievements are based on friendship and sharing.

Children, regardless of their age, depend a great deal on adults for their physical, psychological, social, spiritual and emotional development. Adults who have a significant relationship with children therefore have enormous influence over them.

Because of the image they project and their position of authority, sports and recreational activity leaders, often become role models, heroes, even idols for children, and thus occupy a special place in their lives. The influence they have over a child may be stronger, in some respects, than that of either parents or teachers. Unfortunately, some people take advantage of their position of authority and their influence over children, as well as of the circumstances, to ill-treat them, abuse them, and to satisfy their own needs without regard for those of the children.

Several circumstances that favour violence and abuse prevail in sports and recreational settings : a large number of children, a climate of trust between the children and the adults in charge and, very often, there is some physical intimacy (locker rooms, showers and physical contact).

Given these circumstances, all organizations have a moral and legal responsibility to protect minors. In addition to having harmful effects on the children, some behaviour can be detrimental to the sports and recreational ideal and tarnish the image of the organizations and of the volunteers and activity leaders who devote themselves in all honesty to the children's well-being.

2. GUIDING PRINCIPLES

Our organization recognizes that preventing violence and sexual abuse in society is important. We want to play a key role in addressing this problem. As well as offering healthy opportunities for development through sports and recreational activities, our organization intends to do everything in its power to protect the children belonging to it. The following principles guide the work we do :

- Respect for the individual, his physical and moral integrity;
- Zero tolerance for any form of verbal, psychological or physical violence, harassment and sexual abuse;
- Fair and equitable treatment of everyone, while respecting differences, strengths and weaknesses;
- The well-being, safety and protection of youths;
- The development and growth of young people through participation in healthy and constructive activities;

- The accountability of adults for the safety and security of youths;
- Healthy relations between youths and adults and the promotion of stimulating and dynamic adult models for young people;
- Promotion of the positive aspects of sports and recreational activities, such as relaxation, sportsmanship, self-discipline, challenges, success, respect for the body, joy of movement, and growth.

3. DEFINITIONS OF VIOLENCE AND SEXUAL ABUSE

Violence can take many forms and can be defined generally as acting upon someone or making someone act against his will by employing force or intimidation; using brute force to make someone submit.

Physical violence is when a person injures or threatens to intentionally injure another individual. This can take the form of slapping, hitting, shaking, kicking, pulling hair or ears, punching, shoving, restraining, bullying, or excessive exercise as punishment.

Psychological violence is an attack on a person's self-esteem. It is psychologically destructive behaviour by one person against another. It can take the form of insults, threats, humiliation, intimidation, ostracism, bullying, or deliberately ignoring the needs of a child.

Verbal violence includes shouting, screaming and yelling; sometimes also speaking soft and low to utter insults, offensive or sarcastic remarks, threats, prohibitions, orders and blackmail.

Harassment is a form of discrimination. In most cases, harassment is when a person tries to exercise unwarranted power over another. It is conduct that includes, among other things, comments, jokes, nicknames, insinuations, sarcastic remarks, threats, racial or sexist insults, scornful remarks, or using language that reinforces stereotypes, as well as condescending or demeaning behaviour.

Harassment can be physical, verbal, sexual or emotional; it often includes a combination of these various forms and it may be a criminal offence. It has an adverse effect and creates a hostile environment. Reprisals or threats of reprisals are an aggravating factor in all cases of harassment, especially when committed by a person in a position of authority.

Sexual abuse includes any sexual activity in which the victim is induced or coerced to participate with the abuser or another person, against the victim's will, through physical, authoritative or emotional manipulation, whether obviously or not, whether or not there is evidence of an injury or physical or emotional trauma, no matter what the sex of those involved.

It involves imposing attitudes, actions or words with a sexual connotation against the will of another, either by using intimidation, blackmail, manipulation, lies, ruses, abuse of trust, threats, coercion, harassment, or verbal, physical or psychological violence.

When a person is in a position of trust or authority, the idea of consent, whether expressed or implied, can never be used to justify sexual activity with a minor.

4. SCOPE OF THE POLICY

Our organization is committed to offering an environment where everyone is treated with respect and dignity. Each participant, volunteer, or staff member has the right to an environment that is free from violence and sexual abuse.

This policy applies to all employees, as well as to all directors, managers, volunteers, trainers, participants, athletes, officials and members of our organization. It calls for notification of all cases of violence or sexual abuse, no matter who the offender.

The following measures have been put in place to prevent and intervene in cases of violence and sexual abuse :

1. Appoint a sexual abuse prevention committee to oversee implementation of the policy. Among other things, it will be responsible for monitoring the policy, supporting pre-designated people in charge of different functions, and taking action on problems as they occur.
2. Adopt a resolution to implement the policy on violence and sexual abuse.
3. Modify statutes and by-laws to include rules on suspension, dismissal and refusal of new members (Appendix 1).
4. Implement a specific procedure for recruiting volunteers and paid staff that has a three-step screening process : suitability selection interview, request for references, verification of suitability references and criminal records. We believe we have a social obligation to take the necessary steps to ensure the integrity of our volunteers and paid staff. Legal action could be taken against our organization if it is proven that it did not verify certain points before entrusting children to a person. A candidate's availability should not be the only selection criterion. It is through a systematic hiring process based on a candidate's qualifications, references, absence of a criminal record and interview results that our organization can do the most in terms of preventing sexual abuse, while at the same time creating an environment that discourages potential abusers. These preventive measures apply to new recruits as well as to people already in place.
5. Request each volunteer and staff member to respect the organization's Code of Ethics (Appendix 2).

6. Assist volunteers and staff members in applying the policy. In this respect we will :
 - Keep a watchful eye on attitudes and behaviour;
 - Give more systematic support to new candidates;
 - Ensure the organization's Code of Ethics is respected;
 - Follow up on uncomfortable situations (e.g., disparaging remarks about a person's physical traits, excluding a participant without a valid reason);
 - Take a stand on such occurrences;
 - Find solutions to avoid recurrence;
 - Help people in the midst of a violent or sexual abuse situation and possibly refer them to a professional;
 - Discuss cases at a meeting;
 - Provide information regularly to staff, volunteers, children and parents;
 - With the collaboration of qualified staff, organize awareness and training sessions for staff and volunteers, as well as awareness activities for children delivered by people trained to give them;
 - Establish rules regarding road trips that involve an overnight stay;
 - Issue guidelines regarding appropriate behaviour with youths.
7. Establish clear guidelines concerning road trips (overnight stays with groups of young people) and rules to be respected.
8. Inform volunteers, paid staff, parents and children about the policy and raise their awareness of issues concerning violence and sexual abuse.
9. Train volunteers and paid staff on how to effectively intervene with youths.

10. Improve the safety and security of the physical premises :

We believe that the physical space can contribute to fostering or controlling criminal behaviour. The incidence of criminal acts can be reduced by an appropriate layout and through the efficient use of the physical space. In this regard, we will :

- Remove any graffiti from walls and keep the premises clean and pleasant;
- Establish strict rules regarding the respect of communal equipment and the cleanliness of the premises;
- Ensure that the layout maximizes natural surveillance;
- Place windows and entrances in order to maximize exercising natural surveillance without violating privacy;
- Reduce the potential isolation of individuals or small groups (nooks and crannies, badly lit spaces, etc.);
- Install locks and lock doors when premises are not in use;
- Make regular tours and spot checks of activity rooms, showers, changing rooms;
- Avoid having one adult alone in the presence of children in certain areas;
- Control entrances and exits.

11. Establish procedures to be followed in case of violence or sexual abuse.

Appendix 1

INTERNAL BY-LAWS ON SUSPENSION, DISMISSAL AND REFUSAL OF NEW MEMBERS

The Board of Directors of the organization may suspend, dismiss or otherwise sanction any member of the organization who does not conform to these by-laws and whose conduct is judged prejudicial to the organization. The following normally constitute wrongful conduct :

- Having been accused or found guilty of a criminal offence against laws in force;
- Having endangered the safety and integrity of another;
- Having been accused or found guilty of harassment or of sexual harassment under existing laws;
- Having repeatedly criticized the organization in an ill-timed manner;
- Having made false and misplaced accusations with regard to the organization.

Before ruling on a member's suspension or dismissal, the Board of Directors must briefly inform the member concerned by registered mail of the complaints against him, as well as the date, place and time of the hearing, and remind him of his right to be heard.

A delay of 7-10 days must be respected between the date of the notice and the hearing.

The organization reserves the right to refuse a request for admission from any individual interested in becoming a member of the organization, who, in the past, has been found guilty of a criminal offence against the laws in force and who has not obtained a pardon.

It is the responsibility of the Board of Directors to judge the disciplinary action to be taken based on the type of behaviour or offence and its seriousness. The Board of Directors will decide whether it warrants suspension, dismissal or other sanction.

Appendix 2

CODE OF ETHICS OF THE ORGANIZATION

Respect

- Behave in a manner that respects the youths and that encourages them to respect others in all activities;
- Never make someone feel he is worth less than another based on sex, ethnic, cultural or religious affiliation, sexual orientation, sports abilities, socio-economic status, age, or any other condition or personal characteristic;
- Respect and promote the rights of all participants, that is, interact with others in a way that allows them to preserve their dignity;
- Use language that shows respect toward others in all verbal and written communications;
- Act in a way that best helps the development and well-being of youths;
- Foster a climate of mutual support and solidarity among the youths;
- Never divulge confidential information without the authorization of those concerned or that of the parents in the case of minors under age 14;
- Show discretion in handling and recording information to avoid its being interpreted or used to someone's detriment.

Equity

- Treat all participants equitably during all sports and recreational activities;
- Make reasonable demands of the youths, taking individual differences into account;
- Make all the activities offered available to everyone, without any distinction based on sex, ethnic, cultural or religious affiliation, socio-economic status, or any other personal characteristic;
- Do not participate in, or have anything to do with any form of unjust discrimination; do not avoid dealing with it once aware of it.

Non-Abuse of Power

- Recognize the power inherent in the position held and be aware of the personal values conveyed to the youths, as well as your influence over them;
- Act at all times in the best interests of the youths;
- Refrain from working in any setting that is not suitable, that could impair the quality of the activities, the health and security of the youths;
- Ensure that the activities match the age, experience, abilities, physical and psychological condition of the youths;
- Refrain from using training methods or techniques that could injure the youths;
- Avoid putting pressure on youths to perform or compete;
- Consider victory as one of the pleasures derived from practising a sport, and not as the ultimate goal;
- Be aware of the power relationship between youths and adults and the emotional ties that could be forged in this setting;
- Avoid and reject any gesture, words or attitude that has a sexual connotation. This responsibility belongs to the adult alone;
- Refrain from any form of violence and refuse to tolerate it in others. Do not accept any implicit or explicit threat of reprisals if someone will not tow the line, and make no promises of rewards if he obeys;
- Recognize inappropriate habits in other members, for example, rudeness, physical and psychological abuse, abuse of power, alcohol or drug dependency, and report them to the authorities.

STEPS FOR IMPLEMENTING A PREVENTION AND INTERVENTION POLICY ON VIOLENCE AND SEXUAL ABUSE

<i>Steps</i>	<i>Tool No.</i>
Contact the agency (URLS) promoting the policy in your region to support you in implementing the policy in your organization.	N/A
Adopt a resolution to introduce a prevention and intervention policy on violence and sexual abuse and delegate the responsibility to a committee or a single officer.	3a
Draw up a draft prevention and intervention policy on violence and sexual abuse.	1
Have your organization adopt a resolution to implement the prevention and intervention policy on violence and sexual abuse. You could take this opportunity to have the members approve amendments to the general by-laws so as to include the necessary provisions for suspension and dismissal.	3b, 5
Appoint a person or a committee to be responsible for implementing and enforcing the policy.	N/A
Promote the policy in your organization.	N/A
Distribute the organization's Code of Ethics	4
Put in place a screening process for volunteers and paid staff. <ul style="list-style-type: none"> - Suitability selection interview; - Request for references and verification of suitability references; - Criminal records check. 	6, 7, 8, 9, 10
Support volunteers and paid staff in applying the policy.	1, 11, 12
Inform and raise the awareness of volunteers, paid staff, parents and children on issues of violence and sexual abuse.	12
Offer training to volunteers and paid staff on how to intervene effectively with youths regarding violence and sexual abuse.	DIRECTORY OF RESOURCES
Improve the safety and security of the physical space used by youths.	1
Establish procedures to handle problem situations.	N/A
Apply suspension or dismissal rules if necessary.	1, Appendix 1, 13

Note : Working in concert with organizations in the community is highly recommended.

MODEL OF A RESOLUTION FOR INTRODUCING A PREVENTION AND INTERVENTION POLICY ON VIOLENCE AND SEXUAL ABUSE

Resolution No. : _____

Agreed :

- That it is important to offer minors a safe and secure environment free from physical and moral danger;
- That the various people concerned need to be told about, and made aware of the consequences of violence and sexual abuse;
- That role models of responsible adults need to be promoted in activities for youths, as well as healthy relations between youths and adults;
- That the organization wants to clearly state its position on preventing violence and sexual abuse;
- That the organization wants to put in place awareness, prevention and intervention mechanisms related to violence and sexual abuse for parents, volunteers, paid staff and Board members;
- That a committee or a person within the organization will be made responsible for implementing the policy;
- That the project requires working with partners in the community;
- That the organization may appoint a committee made up of volunteers, resource persons and Directors, or may decide to make just one person responsible for drawing up a draft policy.

Moved by _____, seconded by _____, and approved that the Board of Directors take steps to introduce a prevention and intervention policy on violence and sexual abuse and to give the mandate for drawing up a draft policy to : _____
_____. However, the draft must be tabled with the Board of Directors and submitted for approval to a general meeting of members before being introduced.

Chair

Secretary

MODEL OF A RESOLUTION FOR IMPLEMENTING A PREVENTION AND INTERVENTION POLICY ON VIOLENCE AND SEXUAL ABUSE

Resolution No. : _____

Agreed :

- That it is important to offer minors a safe and secure environment free from physical and moral danger;
- That the various people concerned need to be told about, and made aware of the consequences of violence and sexual abuse;
- That role models of responsible adults need to be promoted in activities for youths, as well as healthy relations between youths and adults;
- That the organization wants to clearly state its position on preventing violence and sexual abuse;
- That a person responsible for the policy needs to be appointed and given the necessary tools;
- That the organization needs to put in place awareness, prevention and intervention mechanisms related to violence and sexual abuse for parents, volunteers, paid staff and Directors.

Moved by _____, seconded by _____ and agreed that the _____ adopt the prevention and intervention policy on violence and sexual abuse.

Chair

Secretary

CODE OF ETHICS OF THE ORGANIZATION

Respect

- Behave in a manner that respects the youths and that encourages them to respect others in all activities;
- Never make a person feel he is worth less than another based on sex, ethnic, cultural or religious affiliation, sexual orientation, sports abilities, socio-economic status, age, or any other condition or personal characteristic;
- Respect and promote the rights of all participants, that is, interact with others in a way that allows them to preserve their dignity;
- Use language that shows respect toward others in all verbal and written communications;
- Act in a way that best helps the development and well-being of youths;
- Foster a climate of mutual support and solidarity among the youths;
- Never divulge confidential information without the authorization of those concerned or that of the parents in the case of minors under age 14;
- Show discretion in handling and recording information to avoid its being interpreted or used to someone's detriment.

Equity

- Treat all participants equitably during all sports and recreational activities;
- Make reasonable demands of the youths, taking individual differences into account;
- Make all the activities offered available to everyone, without any distinction based on sex, ethnic, cultural or religious affiliation, socio-economic status, or any other personal characteristic;
- Do not participate in, or have anything to do with any form of unjust discrimination; do not avoid dealing with it once aware of it.

Non-Abuse of Power

- Recognize the power inherent in the position held and be aware of the personal values conveyed to the youths, as well as your influence over them;
- Act at all times in the best interests of the youths;
- Refrain from working in any setting that is not suitable, that could impair the quality of the activities, the health and security of the youths;
- Ensure that the activities match the age, experience, abilities, physical and psychological condition of the youths;
- Refrain from using training methods or techniques that could injure the youths;
- Avoid putting pressure on youths regarding performance or competition;
- Consider victory as one of the pleasures derived from practising a sport, and not as the ultimate goal;
- Be aware of the power relationship between youths and adults and the emotional ties that could be forged in this setting;
- Avoid and reject any gesture, words or attitude that has a sexual connotation. This responsibility belongs to the adult alone;
- Refrain from any form of violence and refuse to tolerate it in others. Do not accept any implicit or explicit threat of reprisals if someone will not tow the line and make no promises of rewards if he obeys;
- Recognize unacceptable habits in other members, for example, rudeness, physical and psychological abuse, abuse of power, alcohol or drug dependency, and report them to the authorities.

MODEL OF A RESOLUTION PROPOSING A MODIFICATION TO THE GENERAL BY-LAWS

INTERNAL BY-LAWS ON SUSPENSION, DISMISSAL AND REFUSAL OF NEW MEMBERS

Name of organization

Moved by _____, seconded by _____ and agreed that ARTICLE _____ of the general by-laws of the organization be modified by adding the following text :

The Board of Directors of the organization may suspend, dismiss or otherwise sanction any member of the organization who does not conform to its by-laws, or whose conduct is judged prejudicial to the organization. The following normally constitute wrongful conduct :

- Having been accused or found guilty of a criminal offence connected to the corporation's activities and against laws in force;
- Having endangered the safety and integrity of another person;
- Having been accused or found guilty of harassment or of sexual harassment under existing laws;
- Having repeatedly criticized the organization in an ill-timed manner;
- Having made false and misplaced accusations with regard to the organization.

Before deciding to suspend or dismiss a member, the Board must briefly inform such member, by registered letter, of the charges against him, advising him of the date, place and time of the hearing of his case, and informing him that he has the right to be heard.

A delay of 6-10 days must be respected between the mailing of the notice and the hearing.

The organization reserves the right to refuse a request for admission from any individual interested in becoming a member of the organization, who, in the past, has been found guilty of a criminal offence against the laws in force and who has not obtained a pardon.

It is the responsibility of the Board of Directors to judge the disciplinary action to be taken based on the behaviour or type of offence and its severity. The Board of Directors will decide whether it warrants suspension, dismissal or other sanction.

Chair

Secretary

INTERVIEW GUIDELINES FOR SELECTING VOLUNTEERS AND PAID STAFF

As a first step, the organization will have defined all volunteer and paid positions, as well as the tasks assigned. The responsibilities of the incumbent and the level of vulnerability of the clientele will also have been carefully determined.

At the time of the interview, the Selection Committee must :

- Have the candidate complete the Candidate's Personal Information Sheet (Tool 7). This form may serve as a guide in asking questions, for example, regarding the candidate's volunteer experience;
- Inform the candidate of the organization's policy on violence and sexual abuse and outline the key points;
- Explain the screening process;
- Go over the Code of Ethics that the candidate must agree to respect.

Here is a list of questions designed to help you put together a profile of the person and his suitability for your requirements. They may be general, linked to the policy and the position desired, or personal (e.g., related to education). The candidate's responses can be classified according to the following criteria : « weak » « average » or « strong ».

- What has prompted you to want to be involved with our organization ?
- What interests you most about this position ?
- Tell us about the sports and recreational activities you practised when you were young. What did you get out of practising them ?
- What do you do in your spare time ?
- What are your objectives as regards this position ?
- With which age group would you like to work ?
- Do you prefer to work with boys or girls ? Why ?
- What approach do you favour for motivating youths ?
- Tell us about your experience with young people.
- What would you like children to learn from you ?
- What are the basic values you want to transmit to young people ?
- What are the qualities that would make you a good _____
(Name the position) ?

- What are your strong points for this position? In your opinion, are there aspects that need to be improved?
- Would you agree to take part in information and training sessions on violence and sexual abuse?
- Are a client's race, ethnic origin and/or sexual orientation important to you? Do they influence your relations with the youths?
- Have you any questions to ask us?

Situation scenario

- One of your players cries regularly after practices. What would you do and why?
- One individual is continually shouting at the children. What would you do and why?
- How would you tackle the question of physical, psychological or verbal abuse and harassment or sexual abuse with your group of children?
- Do you have any questions concerning this interview, the operation of our organization or our policy on preventing violence?

The interviewers must observe the candidate's reactions, listen attentively to his responses and be alert to non-verbal language (gestures, glances, movements, attitudes). They should watch for any reticence in replying to the questions or attempts to change the subject. For example, if the individual simply replies Yes or No rather than giving more detailed answers, if he refuses to reply, or if his replies are too evasive, all these reactions must be carefully noted. A report on the interview should be kept in the person's file. The interview may reveal character traits, but this is not always the case.

The interview is one of the three steps in the screening process. It is not foolproof, but, if done well, it may have a deterrent effect on ill-intentioned people who want to get involved with the organization.

CANDIDATE'S PERSONAL INFORMATION SHEET

Basic Information

Family name : _____ First name : _____

Telephone (home) : _____ Telephone (work) : _____

Current address : _____

Postal code : _____

Number of years at this address : _____ year(s)

Give another address where you have lived in the last five years, if different from the one shown above.

Former address : _____

Postal code : _____

Number of years at this address : _____ year(s)

Professional Experience

Current employer : _____ Immediate supervisor : _____

Telephone : _____ Number of years in this position : _____ year(s)

Former employer : _____ Immediate supervisor : _____

Telephone : _____ Number of years in this position : _____ year(s)

Volunteer Experience in Sports and Recreational Activities

(Beginning with the most recent)

Year/duration	Name of organization/city	Duties	Clients	References & Tel. nos.

Motivation

What are your reasons for wanting to work with our organization ?

What do you wish to bring to our clients ?

References (other than family)

Name : _____	Relationship : _____
Telephone : _____	
Name : _____	Relationship : _____
Telephone : _____	

I certify that the answers provided in this questionnaire are complete and accurate; I am aware that a false statement could result in my not being hired or my dismissal. I also authorize the organization to verify the accuracy of the information given.

Signature : _____ Date : _____

For official use only

STEPS FOR CONDUCTING A CRIMINAL BACKGROUND CHECK

1. Sign a Memorandum of Understanding with the local Police Department (Tool 10). The terms and conditions of the collaboration, as well as the categories of offences to be verified, will be agreed upon between the organization and the police.
2. Determine the types of offences justifying the refusal or dismissal of a person. **It could be decided that any criminal offence is valid justification.**

Sex	Any behaviour or offence such as sexual abuse, indecent acts, soliciting, inciting to prostitution, etc.
Violence	Any behaviour or criminal offence that involved some form of violence, such as : homicide, robbery (with violence), assault, abduction, unlawful confinement, threats, intimidation, harassment, etc.
Theft & Fraud	Any behaviour or criminal offence that can be considered a theft or fraud, such as : break-and-enter, simple theft, using a car without the owner's consent, fraud, corruption, impersonation, etc.
Driving	Any behaviour or criminal offence related to driving a motor vehicle, such as impaired driving, leaving the scene of an accident, etc.
Drugs & Narcotics	Any behaviour or criminal offence related to narcotics, foods or drugs, such as possession, trafficking, importing, cultivating, etc.

3. Ensure that the person concerned is informed of the categories of information being gathered from the police, as well as the criminal offences that constitute justification for refusing someone. The candidate may be asked to mention any minor offence that may appear on his record and the police may be asked to ignore it, if judged appropriate.
4. Have the candidate sign the Criminal Background Check Request (Tool 9). This form lists the categories of information requested.
5. Send the signed statement to the Police Department.
6. Recognize that providing the information requested is a service to the organization and does not constitute a judgment by the Police Department on the person's suitability.
7. Recognize that the Police Department provides information based on the personal descriptors available and does not guarantee that the verification process can gather all information concerning the person in question.
8. Agree to use the information provided only for the reasons given and not convey it to any other person or organization. The information provided must not be modified and must be **destroyed after use or kept strictly confidential.**

CRIMINAL BACKGROUND CHECK REQUEST

The organization to which you have submitted your candidacy has drawn up a list of behaviours and/or offences (see below) that are incompatible with the position for which you have applied. The screening process allows the organization to identify, based on these criteria, those who might be considered a risk in positions dealing with vulnerable people.

Identification of Organization

Name of organization : _____

Address : _____

City : _____ Postal code : _____

Person responsible for screening : _____ Tel. : _____

Offence Categories (Tick)

Area	List of incompatible behaviours or offences	None	None in the last 5 years
Sex	Any behaviour or offence such as sexual abuse, indecent acts, soliciting, inciting to prostitution, etc.		
Violence	Any behaviour or criminal offence that involved some form of violence, such as : homicide, robbery (with violence), assault, abduction, unlawful confinement, threats, intimidation, harassment, etc.		
Theft & Fraud	Any behaviour or criminal offence that can be considered a theft or fraud, such as : break-and-enter, simple theft, using a car without the owner's consent, fraud, corruption, impersonation, etc.		
Driving	Any behaviour or criminal offence related to driving a motor vehicle, such as impaired driving, leaving the scene of an accident, etc.		
Drugs & Narcotics	Any behaviour or criminal offence related to narcotics, foods or drugs, such as possession, trafficking, importing, cultivating, etc.		

Verification of Identity of Candidate

(two pieces of identity, including one with a photo)

Driver’s Licence – No. : _____ Passport – No. : _____

Medicare Card – No. : _____ Other (Specify) : _____

Name of the organization’s representative who has checked this identification : _____

Signature of representative : _____

Date (Y-M-D) : _____

Identification of Candidate

Position desired : _____ Volunteer Paid

Family name & First name : _____ Date of birth : _____

Sex (M/F) : _____ Height : _____

Colour of eyes : _____

Current address (No., Street, City) : _____ Postal code : _____

Tel. (home) : _____ Tel. (work) : _____

Former address (No., Street, City) : _____ Postal code : _____

Tel. (home) : _____ Tel. (work) : _____

(If there is more than one address in the last four years) :

Address (No., Street, City) : _____ Postal code : _____

From (Y-M) : _____ To (Y-M) : _____

Authorization by the Candidate

I hereby confirm that I understand the importance accorded by the organization to being reasonably assured of the decency and moral standards of those who work directly with vulnerable people. I also freely and voluntarily authorize the Police Department to verify the existence of any criminal record that concerns me and that is likely to endanger the physical or moral well-being of vulnerable people. I also agree to the result being transmitted to the head of the organization named above.

Yes No

Signature of candidate

Date

RESERVED FOR POLICE USE		
RESULT OF CRIMINAL BACKGROUND CHECK		
After verification, and based on the information available in the databases at our disposal, we wish to advise you that the criminal background check is :		
<input type="checkbox"/> Positive (there is a record)	<input type="checkbox"/> Negative (there is no record)	
_____ Name of Public Security representative	_____ Signature of Public Security representative	_____ Date (Y-M-D)

Source : Ville de Terrebonne – Service des loisirs
« Politique municipale de filtrage et de supervision de l’action bénévole »
For heads of organizations

**MEMORANDUM OF UNDERSTANDING CONCERNING CRIMINAL
BACKGROUND CHECKS OF VOLUNTEERS WORKING WITH
VULNERABLE PEOPLE**

BETWEEN

THE POLICE DEPARTMENT FOR THE CITY OF _____

(Hereinafter called the “Police Department”)

and

(Name of the organization)

(Hereinafter called the “Organization”)

1. PURPOSE

The purpose of this Memorandum of Understanding is to provide for conducting criminal background checks on volunteers working with vulnerable people.

2. DEFINITIONS

2.1 In this Memorandum, it is agreed that the masculine gender will be used throughout to shorten the text and that it equally designates the feminine gender when applicable.

2.2 Also, in this Memorandum, the following terms mean :

Criminal record, criminal background check, or investigation judged necessary :

Any offence or criminal act referring to any one of the following descriptions :

- Offences of a sexual nature;
- Act contrary to public morals;
- Misconduct that can reasonably be considered as constituting a potential risk to the physical or moral safety of vulnerable people, or that is contrary to the role and responsibilities of a volunteer.

That role and those responsibilities consist, in particular, of contributing to the favourable emotional, intellectual, physical, social and spiritual development of youths.

Volunteers :

Volunteers who wish to renew their involvement, or who are already working with the organization, and anyone who wishes to volunteer with the organization in order to lead, educate, or directly work with vulnerable people in the year corresponding to the background check request.

Criminal background check request :

Written request by the head of the organization for a criminal records check or a police investigation regarding a volunteer, and authorized by the volunteer.

Chief :

Chief of Police of the City of _____.

Vulnerable people :

People susceptible to being the subject of physical or moral violence and sexual abuse, principally youths under the age of 18.

3. SCOPE OF THE MEMORANDUM OF UNDERSTANDING

- 3.1 The Police Department for the City of _____ has as its principal mission the prevention of crime.
- 3.2 Given this, the Police Department responds to written requests from heads of organizations working with vulnerable people in order to ensure, as far as is reasonably possible, that volunteers who wish to work with vulnerable people do not have a criminal record that could constitute a risk to the physical or moral integrity of vulnerable people.
- 3.3 Once ratified, this Memorandum of Understanding will apply until either party to the agreement gives written notice, without any penalty or indemnity, of its immediate termination.

4. EXTRACTS FROM AND TEXT OF THE LAW

- 4.1 According to section 53 of the Act respecting access to documents held by public bodies and the protection of personal information :

Personal information is confidential, except in the following cases :

1. Its disclosure has been authorized by the person concerned; if that person is a minor, the authorization may be given by a person with parental authority;
2. It relates to information obtained during an adjudication conducted by a public body exercising quasi-judicial functions; it remains confidential, however, if that organization obtained them in a closed-door meeting or if covered by a non-disclosure, no publication or no distribution order.

In accordance with these provisions, personal information gathered by a police officer of the Police Department about a person who has completed a Candidate's Personal Information Sheet to join an organization may not be communicated to members of that organization without that person's consent.

- 4.2 In addition, section 18.2 of the Québec Charter of Human Rights and Freedoms, R.S.Q., Chapter 12, stipulates :

« No one may dismiss, refuse to hire or otherwise penalize a person in his employment owing to the mere fact that he was convicted of a penal or criminal offence, if the offence was in no way connected with the employment of the person, or if the person has obtained a pardon for the offence. »

5. PROVISIONS OF THE MEMORANDUM

The parties agree to comply with the following rules and procedures :

- 5.1 a) Only background checks requested using the form shown in the **Appendix** will be considered by the Police Department.
 - b) The Police Department will not proceed with a request from the organization to verify criminal records unless the volunteer has duly completed the part of the form that concerns him, and unless he has authorized the Police Department to transmit the information that concerns him to the organization.
- 5.2 Background check requests will be made solely by the head of the organization and sent to the Police Department.
- 5.3 The organization agrees to receive a result that indicates simply « positive » or « negative », following verifications by the Police Department, with no additional information.
- 5.4 A criminal record related to any offence of a sexual nature, acts contrary to public morals, or misconduct that can reasonably be considered as constituting a potential risk for the physical or moral safety of a vulnerable person will automatically lead the Police Department to indicate a « positive » result. In all other cases, the result will indicate « negative ».

The result of each criminal records check conducted will be sent to the head of the organization.

- 5.5 The organization assumes full and sole responsibility for accepting or refusing the candidacy of a volunteer following a criminal records check or an investigation deemed necessary that indicates a positive or negative result.
- 5.6 The Police Department agrees to conduct checks only for volunteers of the organization named above. The check will be done only once. If the organization wants a new check to be done, it must make a new request under this agreement.
- 5.7 The Police Department agrees to conduct criminal records checks or investigations deemed necessary by referring strictly to the information previously indicated on the form duly completed by the volunteer and the representative of the organization. Also, it is the sole responsibility of the organization to ensure the accuracy of the information collected and transmitted to the Police Department.

6. RATIFICATION

The Police Department and the organization, through their authorized officers, have ratified the present Memorandum of Understanding, which comes into effect on _____.

Officers authorized by a resolution of the organization _____.

Officers authorized by the Police Department _____.

Signed at : _____, on _____.

Appendix

CRIMINAL BACKGROUND CHECK REQUEST

The organization to which you have submitted your candidacy has drawn up a list of behaviours and/or offences (see below) that are incompatible with the position for which you have applied. The screening process allows the organization to identify, based on these criteria, those who might be considered a risk in positions dealing with vulnerable people.

Identification of Organization

Name of organization : _____

Address : _____

City : _____ Postal code : _____

Person responsible for screening : _____ Tel. : _____

Categories of Offences (Tick)

Area	List of incompatible behaviours or offences	None	None in the last 5 years
Sex	Any behaviour or offence such as sexual abuse, indecent acts, soliciting, inciting to prostitution, etc.		
Violence	Any behaviour or criminal offence that involved some form of violence, such as : homicide, robbery (with violence), assault, abduction, unlawful confinement, threats, intimidation, harassment, etc.		
Theft & Fraud	Any behaviour or criminal offence that can be considered a theft or fraud, such as : break-and-enter, simple theft, using a car without the owner's consent, fraud, corruption, impersonation, etc.		
Driving	Any behaviour or criminal offence related to driving a motor vehicle, such as impaired driving, leaving the scene of an accident, etc.		
Drugs & Narcotics	Any behaviour or criminal offence related to narcotics, foods or drugs, such as possession, trafficking, importing, cultivating, etc.		

Verification of Identity of Candidate

(Two pieces of identity, including one with a photo)

Driver's Licence – No. : _____ Passport – No. : _____

Medicare Card – No. : _____ Other (Specify) : _____

Name of the organization's representative who has checked this identification : _____

Signature of representative : _____

Date (Y-M-D) : _____

Identification of Candidate

Position desired : _____ Volunteer Paid

Family name & First name : _____ Date of birth : _____

Sex (M/F) : _____ Height : _____

Colour of eyes : _____

Current address (No., Street, City) : _____ Postal code : _____

Tel. (home) : _____ Tel. (work) : _____

Former address (No., Street, City) : _____ Postal code : _____

Tel. (home) : _____ Tel. (work) : _____

(If there is more than one address in the last four years) :

Address (No., Street, City) : _____ Postal code : _____

From (Y-M) : _____ To (Y-M) : _____

Authorization by the Candidate

I hereby confirm that I understand the importance accorded by the organization to being reasonably assured of the decency and moral standards of those who work directly with vulnerable people. I also freely and voluntarily authorize the Police Department to verify the existence of any criminal record that concerns me and that is likely to endanger the physical or moral well-being of vulnerable people. I also agree to the result being transmitted to the head of the organization named above.

Yes No

Signature of candidate _____ Date _____

RESERVED FOR POLICE USE RESULT OF CRIMINAL BACKGROUND CHECK

After verification, and based on the information available in the databases at our disposal, we wish to advise you that the background check is :

Positive (there is a record) Negative (there is no record)

Name of Public Security representative _____ Signature of Public Security representative _____ Date (Y-M-D) _____

Source : Ville de Terrebonne – Service des loisirs
« Politique municipale de filtrage et de supervision de l'action bénévole »
For heads of organizations

GUIDELINES REGARDING PROPER BEHAVIOUR WITH YOUTHS

In physical contact and when supervising children...

- Try to be in sight of others when speaking privately with a child or when physically showing encouragement and affection;
- Listen to what the children are saying, how they like or do not like to be touched;
- Be accompanied by another adult on trips or outings with children;
- Report the results of any private intervention with a child to the violence and sexual abuse officer;
- Leave any required examination of the genitals to health professionals; in an emergency, ensure that another adult is present.

In showers, locker rooms, when swimming...

- Never force a child to undress;
- Respect each child's sense of modesty, especially in the showers, the pool, or at the beach;
- Ensure the children are supervised at all times;
- Avoid being alone with a child in the showers or locker room;
- Do not use the facilities at the same time as the children, take turns;
- Encourage those accompanying handicapped children to assist them;
- Ensure there are always two people (parent, monitor) in sleeping quarters and bathrooms or, if this is not possible, make sure there is a view into those areas.

When travelling with children...

- Ensure the driver has the appropriate driver's licence;
- Ensure several adults accompany children on trips;
- Obtain authorization for the trip from the parents; the trip has a start and a finish; avoid detours and stops;
- Ensure that each child is seated in accordance with provincial transportation safety standards;

- Report any unusual occurrence : inform parents and others in authority and those responsible in the organization.

In the case of a delay...

- Check at the designated return point to see if there is a message; wait there with the children;
- Try to reach the parents at home or at work, then wait there until they arrive;
- Call the police to see if an accident has been reported and continue telephoning the parents and those responsible in order to take the appropriate steps concerning the child.

Keeping an Eye out for

VIOLENCE

against

Children ◉ Teens

VERBAL VIOLENCE



- ◉ Shut up your face!
- ◉ Go back under the rock you crawled out from!
- ◉ If you don't stop, I'm going to smash you against that wall.
- ◉ I'll throw you out!
- ◉ Goddamned bitch!
- ◉ I'll break your legs!

Shouting, screaming and yelling, sometimes also speaking soft and low to utter insults, offensive or sarcastic remarks, threats, prohibitions, orders and blackmail. **THAT'S VERBAL VIOLENCE.**

PSYCHOLOGICAL VIOLENCE

- ◉ You never do anything right.
- ◉ I can't wait to see what you're going to turn into!
- ◉ God knows what you're going to do at school!
- ◉ You just can't be trusted!
- ◉ You're just not dependable!
- ◉ Do you know what you look like? Moron!



Insulting, belittling, lessening the worth of children and teens, putting them down, blaming them, making scornful remarks about their abilities, making them lose confidence and self-esteem, ignoring their needs. **THAT'S PSYCHOLOGICAL VIOLENCE.**

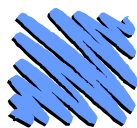
SEXUAL VIOLENCE

- ◉ Come on, I'm going to show something you're really going to like!
- ◉ Come here and let me stroke you – but don't tell your mother!
- ◉ You've got the cutest ass I've ever seen!
- ◉ If you don't want to, it's because you don't love me!
- ◉ It's perfectly normal at your age.



Treating a youth as a sexual object, inflicting actions and words and attitudes with a sexual connotation against the will of another person, by using either intimidation, blackmail, manipulation, lies, ruses, abuse of trust, threats, coercion, harassment or violence. **THAT'S SEXUAL ABUSE.**

PHYSICAL VIOLENCE



- ⊙ *I'll give you something to cry about!*
- ⊙ *Had enough, or do you want more ?*
- ⊙ *Let's see what a good slap will do!*
- ⊙ *If you haven't got that into your thick head, I'll knock it in...*
- ⊙ *I'll throw you down those stairs...*
- ⊙ *You're asking for it!*

Punches, slaps, brute force used by an adult, or by a teen on his girlfriend or another teen, all physical restraint, all kinds of other physical abuse such as shaking, confinement, tying up, crushing the hands, smashing against a wall, burning. **THAT'S PHYSICAL VIOLENCE.**



**HAVE I EVER SAID THAT ? DONE THAT ? HEARD THAT ?
AM I AWARE THAT THESE ARE VIOLENT WORDS, VIOLENT ATTITUDES ?**

Can I change my behaviour ?

What do I do if something like this happens around me ?

Am I up to tackling someone about it ? Talking to the person who said those things, who did those things ?

Can I ask for outside help, for myself or for someone else ?

**SOME PROFESSIONALS CAN GIVE ASSISTANCE.
CLSC AND OTHER COMMUNITY ORGANIZATIONS CAN PROVIDE INFORMATION
AND HELP VICTIMS OF VIOLENCE.**

Source : Document adapted from the leaflet « *Les yeux sur la violence* »
produced by the *Association féminine d'éducation et d'action sociale*.
(Women's association for education and social action)

MYTHS AND REALITIES

Myth : *Verbal and psychological violence leave few marks.*

Reality : These forms of violence are humiliating and degrading. They undermine self-esteem. They have devastating effects and may cause persistent feelings of shame and guilt, a drop in sports performance or total withdrawal from sports and social activities.

Myth : *Children often lie when they make accusations – it's just to get even.*

Reality : Children rarely lie when it comes to abuse. More often than not, they are going to face negative reactions from those around them following their whistle blowing. Talking about it is often the last resort, and they have nothing to gain by making false accusations. Athletes, for example, often risk losing everything if they complain. It is our responsibility as adults to ask appropriate questions in order to gather their testimony and to offer the help they need. If there has been no sexual abuse, it is important to look into the home life of the child making the accusations, since such allegations may be a way of asking for help.

Myth : *Men who sexually abuse boys are homosexuals.*

Reality : Men who sexually abuse children are child abusers. Sexual abuse is not a question of sexual needs; it is an abuse of power. The motivation of the perpetrator is the desire to exercise power and control over another. The sexual orientation of the person is not what causes the abuse.

Myth : *Strangers pose the biggest threat for children.*

Reality : The majority (about 80-90 %) of abuses are committed by people the child knows. It is very often a person the child and his family trust.

Myth : *If the child has not said no or has given his or her consent, then such actions cannot be described as abuse or violence.*

Reality : Since children do not always understand the consequences of their actions and are not fully autonomous, the law stipulates that their consent cannot be recognized under the law. Thus, a person accused of sexual exploitation cannot plead in his or her defence that he or she believed the child or teen had consented. Moreover, consent is not legal and it is a crime of sexual exploitation if one of those involved is in a position of authority or trust vis-à-vis the other. (Source : Ministry of Justice, Canada, « If a child is a victim of sexual exploitation... » Provisions of the Law, 1989.)

VIOLENCE AND CHILDREN

Children are poorly or ill-informed about the different forms of violence and even less about their rights. Because violence is a delicate subject, adults do not always know how to bring it up with children and are afraid of frightening them. We therefore have to adapt our words and language so they will understand, feel confident and safe – and we have to do it before the season begins. Here are some suggestions :

- Tell them that we hope that they feel safe and secure during the activities;
- Tell them that they have the right to feel safe;
- Tell them that we all have the right to say NO to a person (adult or child) who is not respecting our rights;
- Help them identify professionals, people they trust and to whom they can speak if there are problems (e.g., coaches, assistants, parents, etc.);
- Encourage them to go and speak to a trusted adult if they do not feel safe and secure;
- Explain to them that it is OK to break a promise to keep a secret when that secret is upsetting us or making us uncomfortable;
- Talk to them about respect and foster respectful behaviour.

It is important to be coherent in the message we convey; that is, we must also respect children, value and encourage them. We should try to create a climate where all feel safe.

The following text may inspire you when it comes time to talk to children about violence.

Hi!

My name is _____ and I am your _____.

Before we begin the season, I'd like to say that we are here to have fun. Everyone here has the right to feel safe and secure. Everyone here has the right to be respected. For example, if I shout at someone because of a mistake, that's not right; that's a lack of respect. If someone laughs at someone else because they aren't as good at something, that's not right; that's a lack of respect.

No one likes to be shouted out, threatened, hit or laughed at. When that happens to us, we feel bad. Our feelings are hurt.

If that happens and you don't feel safe, it's OK to talk about it. Don't be shy; talk about it with an adult you trust. It's often the way to find a solution.

You know, no one is perfect. Sometimes, we can say or do something that is not OK. Here, we believe in being understanding and in friendship and we do all we can to make sure everyone feels safe and secure.

APPROACHES AND TECHNIQUES FOR RECEIVING CONFIDENCES FROM A CHILD

If a youth wants to talk to you about a problem, here are some guidelines that may help you. Most of all, remember to respect your own limitations.

- Find a quiet place (for the child's comfort and for confidentiality);
- Take the facts in the child's own words and pace. « Tell me about... »;
- Do not ask questions that could suggest precise things and bias the child's reality;
- Validate the child's emotions and show encouragement and support;
- Listen attentively to what the child says, without judging, without presuming;
- Believe what the child tells you, even if it is confused;
- Do not expect to understand the whole situation right away;
- Stay calm. If the confidences the child shares arouse emotions in you (anger, sadness), explain that the situation makes you feel that way, that it's not the child's fault;
- Discuss the action you intend to take with the child, meet again to talk about it. The child needs to know what steps are going to be taken;
- Take notes : it is very important to write down the facts reported by the child. The notes may prove useful during an investigation. However, it is better to do them after the meeting with the child so as not to give the impression that the confidences are going to be minutely scrutinized by others. Also, clear notes may avoid the child having to submit to repeated interrogation by several people. The notes should exclude personal opinions and stick to the facts. The following should be included in the report :
 - Name of the child;
 - The child's address and telephone number;
 - Date and place of the child's statement, and date of the incident(s) (if possible);
 - The child's statement describing (child's own words) the actions of the abuser and the feelings expressed;
 - Description of the abuser;
 - Personal comments of the child.

NEWSLETTER TO PARENTS

_____ (Name of the organization) has decided to address the issue of violence and sexual abuse against youths in sports and recreational activities. By implementing a prevention and intervention policy on violence and sexual abuse, the organization is ensuring the integrity of the volunteers and paid staff that work here. In this regard, and before the start of the season, your children will be receiving information on the question of violence, on the spirit of friendship and respect that should be found within a group, and on the importance of speaking to a person the child trusts if uncomfortable situations arise. The organization is thus demonstrating its desire to put a security net in place so children can feel safe when practising sports.

Preventing violence means acting before it happens

We therefore need your cooperation in order to prevent violence against children. For example, if you hear someone shouting at the children when they make a mistake, if you hear volunteers quarrelling in the presence of children, or parents encouraging their children to laugh at or injure other players, these situations are all violent and ought to be stopped. Your cooperation is essential in order to control as much as possible these forms of violence, which could adversely affect our youths and those around them. As banal as they may seem, these forms of violence do have harmful effects on children.

We know that your vigilance is an important factor in protecting your children. That is why our organization is asking you to :

- **Speak to your children** about their right to feel safe and secure at all times during their sports and recreational activities;
- **Encourage them to talk about a problem or an uncomfortable situation** to an adult with whom they feel safe, who can listen to them and help them;
- **Encourage staying calm during conflicts; show them by your example;**
- **Be there when your children are practising** their activities : this itself is a form of prevention; also, think about the pride you will see in their eyes.

All violent situations children experience need to be dealt with. In such cases, you have the right, and it is your responsibility, to intervene so abusive behaviour can be stopped and the children can feel secure again. **Remember : there is no magic solution to the problem of violence; together, we can act to prevent it and intervene to stop it.**

It is therefore preferable, in cases where you are in the presence of, or witness violence to consult the personnel in charge of the policy and report the situation. The person responsible will intervene and will take the steps (defined in the policy the organization has adopted) called for in order to protect the children. In the case where you did not know about the situation and the child says he or she has been a victim of violence, take what is said seriously, check with other parents, then ask the volunteers. The person in charge of the issue should be quickly made aware of the situation and will follow up. Be attentive at all times to any sudden changes in your child's behaviour. If you are concerned, talk about it with your child or consult those concerned.

We would like to emphasize that if, for any specific reason, the organization wants to speak about sexual abuse to your children, we must obtain your authorization before doing so. In such a case, we will advise you via the person in charge of the policy.

The person in charge of this issue, Mr./Ms., _____ can be reached at _____ and can give you information and reply to any questions you may have regarding the policy. You can also pass on your comments or concerns.

INDICATORS THAT A YOUTH MIGHT BE A VICTIM OF VIOLENCE OR SEXUAL ABUSE

There are some indicators that should alert you or those around your child that something is not right. First, it will be necessary to look into the child's situation more closely. It is possible that your child is trying to indicate a problem indirectly, without necessarily wanting to speak about it. Among these indicators are :

- Sudden changes;
- Marked loss of interest in the activity or significant drop in performance, even giving up the activity;
- Difficulty sleeping, changes in appetite, stomach ache, vomiting, nose bleeds;
- Tendency to avoid certain people, situations or places;
- Unusual desire to be alone, tendency to be withdrawn, running away from home, absences from school;
- Sad or negative attitudes, often aggressive and even self-destructive, irritable;
- Physical symptoms : bruises, burns, sexually transmitted diseases, repetitive injuries (possibly self-inflicted to alert those around);
- Development of certain phobias or exaggerated fears;
- Loss of self-esteem and an unusual need for positive reinforcement;
- Mood swings;
- Compulsive lying;
- Inappropriate sexual behaviour for the child's age.

These indicators are not necessarily proof that the child has been a victim of sexual abuse, but they should be enough to suggest that something is wrong, particularly if the behaviour persists, or is combined with other unusual behaviour.

NOTICE OF HEARING REGARDING SUSPENSION OR DISMISSAL

Dear Sir or Madam :

On or about _____ you were accused or found guilty of having committed the following criminal offence :

Description of the offence

In this regard, the by-laws of the organization stipulate that the Board of Directors may suspend or dismiss any member who contravenes its by-laws, or whose conduct is judged prejudicial to the organization. It is also stipulated that the fact of having been accused, or found guilty of a criminal offence constitutes wrongful conduct.

In the circumstances, the Board of Directors wishes to examine your case and decide if, based on the accusations made against you, there is reason to suspend or dismiss you from its ranks. The Board will meet on _____ at _____ (am/pm), at _____.

You have the right to be heard on this occasion and to express your point of view. You may also call witnesses, if you so wish. The Board of Directors agrees to show impartiality and good faith at the hearing. We will limit ourselves to examining only facts supported in writing or relevant evidence, and any hearsay evidence will be rejected.

Name of the Chair

Name of organization

RESOURCE DIRECTORY

- ***Liste des unités régionales de loisir et de sport (URLS)***
Regional sports and recreation units
- ***Liste des organismes « ESPACE »***
ESPACE agencies
- ***Liste des Centres d'aide et de lutte contre les agressions à caractère sexuel du Québec (CALACS)***
Sexual assault support centres in Québec
- ***Centres d'Aide aux Victimes d'Actes Criminels (CAVAC)***
Crime victims' assistance centres
- **Other resources**
- ***Liste des Directions de la Protection de la Jeunesse (DPJ)***
Youth protection agencies
- ***Coordonnées des conseillers régionaux en loisir et en sport***
Regional sports and recreation counsellors
- **Personal directory**

LIST OF UNITÉS RÉGIONALES DE LOISIR ET DE SPORT (URLS) (REGIONAL RECREATION AND SPORTS UNITS)

Unité régionale de loisir et de sport du Bas-Saint-Laurent

Lucille Porlier, Director General
38, rue Saint-Germain Est, suite 304
Rimouski (Québec) G5L 1A2
Tel. : (418) 723-5036
Fax : (418) 722-8906
E-mail : urlsbsl@globetrotter.qc.ca
Website : www.urls-bsl.qc.ca

Unité régionale de loisir et de sport de la Gaspésie/Îles-de-la-Madeleine inc.

Nicolas Méthot, Director General
8, boul. Perron Est, C.P. 99
Caplan (Québec) G0C 1H0
Tel. : (418) 388-2121
Fax : (418) 388-2133
E-mail : gimurls@globetrotter.net
Website : www.urlsgim.com

Regroupement loisirs et sports Saguenay-Lac- Saint-Jean

Steves Simard, Director General
414, rue Collard Ouest
Alma (Québec) G8B 1N2
Tel. : (418) 480-2228
Fax : (418) 668-0265
E-mail : directeur@rls-sag-lac.org
Website : www.rlsslj.qc.ca

Unité régionale de loisir et de sport de la région de Québec

Pierre Desjardins, Director General
4120, boul. Chauveau, suite 100
Sainte-Foy (Québec) G2E 5A6
Tel. : (418) 877-6233
Fax : (418) 877-5908
E-mail : info@urlisquebec.qc.ca
Website : www.urlisquebec.qc.ca

Unité régionale de loisir et de sport de la région Chaudière-Appalaches

Serge Hénault, Director General
6600, boul. de la Rive-Sud
Lévis (Québec) G6V 9H4
Tel. : (418) 833-5678
Fax : (418) 833-7214
E-mail : info@urls-ca.qc.ca
Website : www.urls-ca.qc.ca

Unité régionale de loisir et de sport de la Mauricie

Jean-Marc Gauthier, Director General
3450, boul. Royal, suite 200
Trois-Rivières (Québec) G9A 5G3
Tel. : (819) 691-3075
Fax : (819) 691-4960
E-mail : urls@cre-mauricie.qc.ca
Website : www.cre-mauricie.qc.ca/urls

Unité régionale de loisir et de sport du Centre-du-Québec

Michel Viens, Director General
1352, rue Michaud
Drummondville (Québec) J2C 2Z5
Tel. : (819) 478-1483
Fax : (819) 478-2669
E-mail : mviens@centre-du-quebec.qc.ca
Website : loisir-sport.centre-du-quebec.qc.ca

Conseil sport loisir de l'Estrie

Louise Héroux, Director General
5182, boul. Bourque
Rock Forest (Québec) J1N 1H4
Tel. : (819) 864-0864
Fax : (819) 864-1864
E-mail : csle@abacom.com
Website : www.csle.qc.ca

Sport et loisir de l'Île de Montréal

Josée Scott, Director General
8110, boul. Saint-Michel
Montréal (Québec) H1Z 3E2
Tel. : (514) 722-7747
Fax : (514) 722-2072
E-mail : info@urls-montreal.qc.ca
Website : www.urls-montreal.qc.ca

Unité régionale de loisir et de sport de Laval

Martine Deschamps, Director General
1555, boul. St-Martin Est
Laval (Québec) H7G 4R4
Tel. : (450) 629-0995
Fax : (450) 629-0352
E-mail : info@urlslaval.qc.ca
Website : www.urlslaval.qc.ca

Corporation régionale de loisir et de sport de Lanaudière

Michel Bélisle, Director General
66, rue Notre-Dame, suite 102
L'Épiphanie (Québec) J5X 1A1
Tel. : (450) 588-4443 or 1-866-588-4443
Fax : (450) 588-7242
E-mail : info@loisir-lanaudiere.qc.ca
Website : www.loisir-lanaudiere.qc.ca

Unité régionale de loisir, de sport et de plein air des Laurentides

Jacques Allard, Director General
300, rue Longpré, suite 110
Saint-Jérôme (Québec) J7Y 3B9
Tel. : (450) 436-4051
Fax : (450) 436-2277
E-mail : info@loisirslarentides.com
Website : www.loisirslarentides.com

Loisir et Sport Montérégie

Mario Chamberland, Director General
16675, av. Desrochers
Saint-Hyacinthe (Québec) J2T 3K3
Tel. : (450) 773-9802
Fax : (450) 773-4881
E-mail : lsm@loisir.qc.ca
Website : www.loisir.qc.ca

Unité régionale de loisir et de sport de l'Outaouais

François Grenier, Director General
394, boul. Maloney Ouest, suite 102
Gatineau (Québec) J8P 7Z5
Tel. : (819) 663-2575
Fax : (819) 663-5568
E-mail : info@urlso.qc.ca
Website : www.urlso.qc.ca

Unité de loisir et de sport Abitibi-Témiscamingue

Daniel Asselin, Director General
375, av. Centrale
Val-d'Or (Québec) J9P 1P4
Tel. : (819) 825-2047
Fax : (819) 825-0125
E-mail : courriel@ulsat.qc.ca
Website : www.loisiretsport-at.qc.ca

Unité régionale loisir et sport de la Côte-Nord

Pierre Lebreux, Director General
625, boul. Lafèche, suite 205
Baie-Comeau (Québec) G5C 1C5
Tel. : (418) 589-5774
Fax : (418) 589-4612
E-mail : info@urlscn.qc.ca
Website : www.urlscn.qc.ca

Commission loisir et sport de la Baie-James

Guy Héту, Director General
166, boul. Springer, C.P. 1270
Chapais (Québec) G0W 1H0
Tel. : (418) 745-3969
Fax : (418) 745-3970
E-mail : loisirs@crebj.ca
Website : www.clsbj.qc.ca

Administration régionale Kativik

Frankie Gordon, Director General
Case postale 9
Kuujuaq (Québec) J0M 1C0
Tel. : (819) 964-2961
Fax : (819) 964-2956
E-mail : lmercier@krg.ca

Administration régionale Crie

Eddie Diamond, Director General
2, Lakeshore Road
Nemiscau (Québec) J0Y 3B0
Tel. : (819) 673-2600
Fax : (819) 673-2606
E-mail : cra@lino.com

LIST OF « ESPACE » AGENCIES

(Agencies for the prevention of violence against children)

Regroupement des organismes « Espace » du Québec

59, rue Monfette, suite 218
Victoriaville (Québec) G6P 1J8
Tel. : (819) 751-1436
E-mail : roeq@cdbcqf.qc.ca
Website : www.roeq.qc.ca

List of members of the Regroupement des organismes « Espace » du Québec

Espace Bois-Francis

59, rue Monfette, suite 240
Victoriaville (Québec) G6P 1J8
Tel. : (819) 752-9711
E-mail : espace.boisfrancis@qc.aira.com

Espace Châteauguay

71, rue Principale
Châteauguay (Québec) J6K 1G1
Tel. : (450) 692-5757
E-mail : espace.chateauguay@bellnet.ca

Espace Chaudière-Appalaches

271, rue St-Joseph Est
Lévis (Québec) G6V 1E7
Tel. : (418) 839-9704
E-mail : espaceca@bellnet.ca

Espace Côte-Nord

842, rue Bossé
Baie-Comeau (Québec) G5C 1L6
Tel. : (418) 589-2405
E-mail : espacecn@satcomcolibri.com

Espace Estrie

1255, rue Daniel, suite 131
Sherbrooke (Québec) J1H 5X3
Tel. : (819) 822-6046
E-mail : espacest@abacom.com

Espace Gaspésie-les-Îles

37, rue Chrétien, suite 30
Gaspé (Québec) G4X 1E1
Tel. : (418) 368-2015
E-mail : espacegi@gp.cgocable.ca

Espace Lanaudière

15, rue Monday
St-Gabriel-de-Brandon (Québec) J0K 2N0
Tel. : (450) 835-0900
E-mail : espace.lano@bellnet.ca

Espace Laurentides

480, des Capucines
Sainte-Adèle (Québec) J8B 1W5
Tel. : (450) 229-6650 or 1-888-229-6650
E-mail : espace@citinet.net

Espace Mauricie

1800, rue Saint-Paul, suite 201
Trois-Rivières (Québec) G9A 1J7
Tel. : (819) 375-3024
E-mail : espace.mauricie@bellnet.ca

Espace Outaouais

8, rue Victoria
Hull (Québec) J8X 1Z7
Tel. : (819) 771-1546
E-mail : espace@qc.aira.com

Espace pour les Droits des enfants de la région de Québec

157, rue des Chênes Ouest, suite 250
Québec (Québec) G1L 1K6
Tel. : (418) 649-5140 or 1-877-488-5140
E-mail : espace@oricom.ca

Espace Suroît

C.P. 295
Valleyfield (Québec) J6S 4V6
Tel. : (450) 371-8096
E-mail : espacesuroit@bellnet.ca

Espace Val-d'Or

68-A, Curé Roy, suite 7
Val-d'Or (Québec) J9P 3B2
Tel. : (819) 824-3572
E-mail : espace@lino.com

Non-member of the Regroupement des organismes « Espace » du Québec

Centre de Prévention des Agressions de Montréal

C.P. 237, succ. Place du Parc
Montréal (Québec) H2W 2M9
Tel. : (514) 284-1212

LIST OF CENTRES D'AIDE ET DE LUTTE CONTRE LES AGRESSIONS À CARACTÈRE SEXUEL DU QUÉBEC (CALACS) (SEXUAL ASSAULT CRISIS CENTRES)

CALACS Region Côte-Nord*

C.P. 2216
Baie-Comeau (Québec) G5C 2S9
Tel. : (418) 589-1714 or 1-800-563-0443
Fax : (418) 589-1414
E-mail : calacs09@globetrotter.net
Website : www.lumiereboreale.qc.ca

CAPAS Châteauguay*

C.P. 47030
Châteauguay (Québec) J6K 5B7
Tel. : (450) 699-8258
Fax : (450) 699-7295
E-mail : capas@bellnet.ca

La Maison ISA*

C.P. 1551
Chicoutimi (Québec) G7H 6Z5
Tel. : (418) 545-6444
Fax : (418) 545-3596
E-mail : maisonisa.calacs@globetrotter.net

La Passerelle*

C.P. 93
Drummondville (Québec) J2B 6V6
Tel. : (819) 478-3353
Fax : (819) 478-0003
E-mail : calacsdr@aide-internet.org

CALACS La Bête-Gaspésie*

C.P. 6160
Gaspé (Québec) G4X 2R7
Tel. : (418) 368-6686
Fax : (418) 368-8096
E-mail : calacsgi@globetrotter.net
Website : www.gaspesie.net/calacs

CAPAS Granby*

C.P. 63
Granby (Québec) J2G 8E2
Tel. : (450) 375-3338
Fax : (450) 375-0802
E-mail : calacsgranby@qc.aira.com

CALACS Outaouais*

C.P. 1872, succ. B
Hull (Québec) J8X 3Z1
Tel. : (819) 771-6233
Fax : (819) 771-6233
E-mail : calas@ncf.ca

CALACS Coup de Cœur*

C.P. 31
Joliette (Québec) J6E 3Z3
Tel. : (450) 756-4999
Fax : (450) 756-0554
E-mail : calacs@citenet.net

Centre de prévention et d'intervention pour les victimes d'agression sexuelle de Laval (CPIVAS)

C.P. 27543, franchise Pont-Viau
Laval (Québec) H7G 4Y2
Tel. : (450) 669-9053
Fax : (450) 669-1658
E-mail : cpivasinc@qc.aira.com

Centre pour les victimes d'agression sexuelle de Montréal

1801, boul. Maisonneuve Ouest, suite 400
Montréal (Québec) H3H 1J9
Tel. : (514) 934-0354 (information)
Tel. : (514) 934-4504 (urgence)
Fax : (514) 934-3776
E-mail : cvasm@cam.org

Mouvement contre le viol et l'inceste*

C.P. 364, succ. NDG
Montréal (Québec) H4A 3P7
Tel. : (514) 278-9383
Fax : (514) 278-9385
E-mail : m cvi@contreleviol.org

Le Service aux victimes d'agression sexuelle de l'Hôtel-Dieu

3840, Saint-Urbain
Montréal (Québec) H2W 1T8
Tel. : (514) 843-2611 or (514) 890-8100

Trêve pour Elles*

3365, Granby, C.P. 51119
Montréal (Québec) H1N 3T8
Tel. : (514) 251-0323
Fax : (514) 251-2433
E-mail : trevepourelles@sympatico.ca

CALACS de l'Ouest de l'Île/West Island Calacs*

C.P. 201
Pierrefonds (Québec) H9H 4K9
Tel. : (514) 620-4333
Fax : (514) 620-6882
E-mail : calacs@bellnet.ca

Viol Secours – CALACS Québec
801, 4^e Rue, suite 205
Québec (Québec) G1J 2T7
Tel. : (418) 522-2120
Fax : (418) 522-2130
E-mail : violsecours@bellnet.ca
Website : www.violsecours.qc.ca

CALACS Rimouski*
115, rue Sainte-Thérèse
Rimouski (Québec) G5L 4C3
Tel. : (418) 725-4220
Fax : (418) 725-4213
E-mail : calacsri@globetrotter.qc.ca

Point d'appui*
C.P. 1274
Rouyn-Noranda (Québec) J9X 6E4
Tel. : (819) 797-0101
Fax : (819) 797-0102
E-mail : point.dappui@sympatico.ca
Website : www.lino.com/calacs08

L'Envolée CALACS*
11980, 2^e Avenue
Saint-Georges-de-Beauce (Québec) G5Y 1X2
Tel. : (418) 227-6866
Fax : (418) 227-6870
E-mail : calacsca@globetrotter.qc.ca
Website : www.calacsca.qc.ca

CALACS Laurentides*
C.P. 202
Saint-Jérôme (Québec) J7Z 5T9
Tel. : (450) 565-6231
Fax : (450) 565-8561
E-mail : calacs@netc.net

L'élan, CALACS
C.P. 301
Mont-Laurier (Québec) J9L 3G9
Tel. : (819) 623-2624
Fax : (819) 623-7040
E-mail : mtlaurier@lelan.org

La Traversée – CALACS de la Rive-Sud
C.P. 400
Saint-Lambert (Québec) J4P 3T8
Tel. : (450) 465-5263
Fax : (450) 465-1990
E-mail : info@latraversee.qc.ca

CALACS l'Espoir des Îles**
C.P. 1114
Cap-aux-Meules
Îles-de-la-Madeleine (Québec) G0B 1B0
Tel. : (418) 986-6111
Fax : (418) 986-6411

CALACS Trois-Rivières*
C.P. 776
Trois-Rivières (Québec) G9A 5J9
Tel. : (819) 373-1232
Fax : (819) 373-5033
E-mail : calacs@qc.aira.com
Website : www.calacs-tr.org

CALACS Sherbrooke*
C.P. 1594
Sherbrooke (Québec) J1H 5M4
Tel. : (819) 563-9999
Fax : (819) 563-0359
E-mail : calacs05@aide-internet.org

Assaut sexuel secours*
C.P. 697
Val-d'Or (Québec) J9P 4P6
Tel. : (819) 825-6968
Fax : (819) 825-7915
E-mail : calacsvd@lino.com
Website : www.lino.com/calacs08

CALACS La Vigie*
C.P. 22
Valleyfield (Québec) J6S 4V5
Tel. : (450) 371-4222
Fax : (450) 371-9590
E-mail : calacsnavigie@rocler.qc.ca

CALACS À-Tire-d'Aile*
271, rue St-Joseph
Lévis (Québec) G6V 1E7
Tel. : (418) 835-8342
Fax : (418) 835-8345
E-mail : atiredailecalacs@globetrotter.net

CALACS La Chrysalide*
C.P. 82080
Lachenaie (Québec) J6X 4B2
Tel. : (450) 964-7888
Fax : (450) 964-2221
E-mail : calacslc@cam.org

Centre d'aide Aqua-R-Elle*
C.P. 532
Victoriaville (Québec) G6P 6T3
Tel. : (819) 751-0755
Fax : (819) 758-8270
E-mail : bouffardsylvie@hotmail.com

CALACS Entre Elles**
C.P. 161
Roberval (Québec) G8H 2N6
Tel. : (418) 275-1004 or 1-866-666-1004
Fax : (418) 275-5558
E-mail : calacs@destination.ca

**Regroupement québécois des centres d'aide et de lutte
contre les agressions sexuelles (CALACS) du Québec**

C.P. 56528, succ. Ontario

Montréal (Québec) H1W 3Z3

Tel. : (514) 529-5252

Fax : (514) 529-5255

E-mail : rcalacs@qc.aira.com

Internet site : www.rcalacs.qc.ca

* **Member of the *Regroupement québécois
des CALACS***

** **Observer member**

CENTRES D'AIDE AUX VICTIMES D'ACTES CRIMINELS (CAVAC) (VICTIMS OF CRIMINAL ACTS ASSISTANCE CENTRES)

Bureau d'Aide aux Victimes d'Actes Criminels

1200, route de l'Église (48th floor)
Sainte-Foy (Québec) G1V 4M1
Tel. : (418) 646-6548
Fax : (418) 646-5995

CAVAC de la Mauricie

118, rue Radisson, suite 300
Trois-Rivières (Québec) G9A 2C4
Tel. : (819) 373-0337 or 1-888-552-2822
Fax : (819) 373-9465
E-mail : cavacmauricie@qc.aira.com

CAVAC de Rimouski

5, rue Saint-Paul, suite 2
Rimouski (Québec) G5L 1S2
Tel. : (418) 724-0976 or 1-800-820-2282
Fax : (418) 724-2066
E-mail : cavacrik@globetrotter.net

CAVAC de l'Outaouais

729, boul. St-Joseph, suite 104
Hull (Québec) J8Y 4B6
Tel. : (819) 778-3555 or 1-800-331-2311
Fax : (819) 595-1139
E-mail : cavacoutaouais@bellnet.ca

CAVAC du Saguenay-Lac-Saint-Jean

267, rue Racine Est, porte 404
Chicoutimi (Québec) G7H 1S5
Tel. : (418) 543-9695 or 1-877-543-9695
Fax : (418) 543-5289
E-mail : cavac.sag@qc.aira.com

CAVAC de Laval

(Confidential address)
Tel. : (450) 688-4581 or 1-877-629-4580
Fax : (450) 688-5508
E-mail : cavac.laval@qc.aira.com

CAVAC de Québec

(Confidential address)
Tel. : (418) 648-2190 or 1-888-881-7192
Fax : (418) 648-8110
E-mail : directrice@cavac-quebec.ca

CAVAC de l'Estrie

230, rue King Ouest, suite 204
Sherbrooke (Québec) J1H 1P9
Tel. : (819) 820-2822
Fax : (819) 820-8469
E-mail : cavac@netrevolution.com

CAVAC des Laurentides

517, rue Saint-Georges
Saint-Jérôme (Québec) J7Z 5B6
Tel. : (450) 569-0332 or 1-800-492-2822
Fax : (450) 569-0966
E-mail : cavac.lau@qc.aira.com

CAVAC de Lanaudière

(Confidential address)
Tel. : (450) 755-6127 or 1-888-755-6127
Fax : (450) 755-6069
Courrjel : cavaclan@bellnet.ca

CAVAC de Montréal

(Confidential address)
Tel. : (514) 277-9860
Fax : (514) 277-5780
E-mail : cavac@cam.org

CAVAC de la Montérégie

(Confidential address)
Tel. : (450) 670-3400 (victims)
1-888-670-3401
Fax : (450) 670-3402 (administration - fax)
E-mail : cavacmonteregie@bellnet.ca

CAVAC Abitibi-Témiscamingue

33B, rue Gamble Ouest
Rouyn-Noranda (Québec) J9X 2R3
Tel. : (819) 797-5599 or 1-866-335-5599
Fax : (819) 797-0783
E-mail : cavacat@lino.sympatico.ca

CAVAC de la Côte-Nord

(Confidential address)
Sept-Îles (Québec)
Tel. : (418) 962-2822 or 1-866-962-2822
Fax : (418) 962-0150
E-mail : cavaccotenord@globetrotter.net

CAVAC Centre-du-Québec

404, rue St-Georges
Drummondville (Québec) J2C 4H4
Tel. : (819) 472-1110 or 1-888-472-1110
Fax : (819) 472-3005
E-mail : cavacdq@bellnet.ca

CAVAC de la Gaspésie et des Îles-de-la Madeleine

(Confidential address)
Chandler (Québec)
Tel. : (418) 689-4331 or 1-866-892-4331
Fax : (418) 689-4347
E-mail : cavacgim@globetrotter.net

OTHER RESOURCES

Commission des droits de la personne et des droits de la jeunesse

Tel. : 1 800 361-6477
Website : www.cdpcj.qc.ca

Commission de la santé et de la sécurité au travail (CSST)

Services aux victimes d'actes criminels (IVAC)

1199, rue de Bleury (9th floor)
Case postale 6056, Succursale Centre-ville
Montréal (Québec) H3C 4E1
Tel. : (514) 873-6079, ext. 2040
1-800-561-4822
Fax : (514) 873-3531

Ordre des psychologues du Québec

1100, Beaumont, suite 510
Mont-Royal (Québec) H3P 3H5
Tel. : (514) 738-1881 or 1-800-363-2644
Fax : (514) 737-6431
E-mail : sercomm@ordrepsy.qc.ca
Website : www.ordrepsy.qc.ca

Ordre professionnel des travailleurs sociaux

255, boul. Crémazie Est, suite 520
Montréal (Québec) H2M 1M2
Tel. : (514) 731-3925 or 1-888-731-9420
Fax : (514) 731-6785
E-mail : info.general@optsq.org
Website : www.optsq.org

Volunteer Canada

330, Gilmour (2nd Floor)
Ottawa, Ontario K2P 0P6
Tel. : (613) 231-4371 or 1-800-670-0401
Fax : (613) 231-6725
E-mail : info@benevoles.ca
Website : www.benevoles.ca/benevolescanada

Ministère des Affaires municipales, du Sport et du Loisir

Bureau du sport et du loisir
Direction des communications
200, Chemin Sainte-Foy, suite 4.40
Québec (Québec) G1R 6B2
Tel. : (418) 644-3675 or 1-866-794-8691
Fax : (418) 644-7563
E-mail : sportloisir@mamsl.gouv.qc.ca

Direction de la promotion de la Sécurité

Responsable du dossier abus sexuel et harcèlement

100, rue Lavolette, suite 306 (3rd floor)
Trois-Rivières (Québec) G9A 5S9
Tel. : (819) 371-6033 or 1-800-567-7902
Fax : (819) 371-6992
Website : www.sls.gouv.qc.ca

Tel-Jeunes

Tel. : 1-800-263-2266
Website : www.teljeunes.com

Jeunesse , J'écoute

Tel. : 1-800-668-6868
Website : www.jeunesse.sympatico.ca

Fédération des centres d'action bénévole

Website : www.fcabq.org

Association canadienne des centres contre les agressions à caractère sexuel

Website : www.casac.ca

Site québécois s'adressant aux jeunes

Website : www.agressionsexuelle.com

Association canadienne pour l'avancement des femmes, du sport et de l'activité physique

Website : www.caaws.ca

Regroupement des organismes contre le harcèlement et les abus dans le sport

Website : www.harassmentinsport.com

La vérification policière des antécédents judiciaires des personnes appelées à œuvrer auprès d'une clientèle vulnérable

Website : www.cdpcj.qc.ca

La vérification des antécédents judiciaires dans les centres et la petite enfance et les garderies

Website : www.messf.gouv.qc.ca

Le filtrage des bénévoles

Website : www.volunteer.ca

La loi et vos droits

Information sur vos droits en matière d'abus et de harcèlement sexuel

Website : www.educaloi.qc.ca

Conseil permanent de la jeunesse

Website : www.cpj.gouv.qc.ca

LIST OF DIRECTIONS DE LA PROTECTION DE LA JEUNESSE (YOUTH PROTECTION AGENCIES)

Bas-Saint-Laurent (region 01)
Tel. : (418) 723-1255

Gaspésie / Les Îles (region 11)
Tel. : (418) 368-1803

Saguenay-Lac-Saint-Jean (region 02)
Tel. : (418) 549-4853, ext. 3120
1-800-463-9188

Chaudière-Appalaches (region 12)
Tel. : (418) 837-9331

Québec (region 03)
Tel. : (418) 661-6951, ext. 1519

Laval (region 13)
Tel. : (450) 975-3803

**Mauricie et du Centre du Québec
(regions 04 & 17)**
Tel. : (819) 378-5481
1-800-567-8520

Lanaudière (region 14)
Tel. : (450) 756-4555

Estric (region 05)
Tel. : (819) 564-7100

Laurentides (region 15)
Tel. : (450) 436-7607, ext. 2241

Montréal (region 06)
Tel. : (514) 593-3013

Montérégie (region 16)
Tel. : (450) 679-0140

Batshaw (region 06)
Tel. : (514) 989-1885

Nord-du-Québec (region 10)
Ungava
Tel. : (819) 964-2919

Outaouais (region 07)
Tel. : (819) 771-6631

Baie-d'Hudson
Tel. : (819) 988-2191 (day)
(819) 988-2957 (night)

Abitibi-Témiscamingue (region 08)
Tel. : (819) 825-0002

Baie-James
Tel. : (819) 855-2844, Chisasibi (day)
(819) 753-2324, Waswanipi (day)
1-800-409-6884 (night)

Côte-Nord (region 09)
Tel. : (418) 589-9927

ADDRESSES AND TELEPHONE NUMBERS OF REGIONAL RECREATION AND SPORT COUNSELLORS

Regions		Recreation and sports counsellor	Address	Telephone Fax E-mail
01 11	Bas-Saint-Laurent/ Gaspésie/Îles-de-la-Madeleine	Diane Limoges	Ministère des Affaires municipales, du Sport et du Loisir Bureau régional en loisir et en sport 337, rue Moreault, 2 ^e étage Rimouski (Québec) G5L 1P4	(418) 727-3619 (418) 723-3537 diane.limoges@mamsl.gouv.qc.ca
02 09	Saguenay-Lac-Saint-Jean et Côte-Nord	Suzanne Girard	Ministère des Affaires municipales, du Sport et du Loisir Bureau régional en loisir et en sport 227, rue Racine Est, bureau 306 Ville Saguenay (Québec) G7H 7B4	(418) 698-3802 (418) 698-3526 suzanne.girard@mamsl.gouv.qc.ca
03 12	Capitale nationale et Chaudière-Appalaches	Jean-Claude Turgeon	Ministère des Affaires municipales, du Sport et du Loisir Bureau régional en loisir et en sport 200, chemin Sainte-Foy, bureau 4.40 Québec (Québec) G1R 6B2	(418) 646-6123 (418) 644-9474 jean-claude.turgeon@mamsl.gouv.qc.ca
04 14 15	Mauricie Lanaudière et Laurentides	André Gendron	Ministère des Affaires municipales, du Sport et du Loisir Bureau régional en loisir et en sport 100, rue Laviolette, bureau 306 Trois-Rivières (Québec) G9A 5S9	(819) 371-6139 (819) 371-6992 andre.gendron@mamsl.gouv.qc.ca
05 17	Estrie et Centre-du-Québec	Jean Côté	Ministère des Affaires municipales, du Sport et du Loisir Bureau régional en loisir et en sport 200, rue Belvédère Nord, bureau 4.04 Sherbrooke (Québec) J1H 4A9	(819) 820-3151 (819) 820-3979 jean.cote@mamsl.gouv.qc.ca
06 13 16	Montréal Laval et Montérégie	Jean Renaud	Ministère des Affaires municipales, du Sport et du Loisir Bureau régional en loisir et en sport 500, boul. René-Lévesque Ouest, bureau 14.100 Montréal (Québec) H2Z 1W7	(514) 864-4276 (514) 873-3057 jean.renaud@mamsl.gouv.qc.ca
08 010 07	Abitibi-Témiscamingue, Nord-du-Québec (Baie-James et Outaouais)	Yovan Fillion	Ministère des Affaires municipales, du Sport et du Loisir Bureau régional en loisir et en sport 170, rue Principale, bureau 105 Rouyn-Noranda (Québec) J9X 4P7	(819) 763-3025 (819) 763-3803 yovan.fillion@mamsl.gouv.qc.ca
Coordinator of the regional advisers in leisure and sport		Roger Paré	Ministère des Affaires municipales, du Sport et du Loisir 200, chemin Sainte-Foy, bureau 4.40 Québec (Québec) G1R 6B2	(418) 528-7546 (418) 644-9474 roger.pare@mamsl.gouv.qc.ca

PERSONAL DIRECTORY

School Board

Name:	_____
Address:	_____
_____	Postal code: _____
Tel.:	_____
E-mail:	_____
Contact:	_____
Title:	_____

Municipality

Name:	_____		
Address:	_____		
_____	Postal code: _____		
Tel.:	_____		
E-mail	_____		
Mayor:	_____	Tel.:	_____
Director General:	_____	Tel.:	_____
Secretary-Treasurer:	_____	Tel.:	_____
Recreation Director:	_____	Tel.:	_____
Chief of Police:	_____	Tel.:	_____

Health and Social Services Agency Development

Name:	_____
Address:	_____
_____	Postal code: _____
Tel.:	_____
Fax:	_____
Contact:	_____
Title:	_____

Centre hospitalier

Name: _____	
Address: _____	
_____	Postal code: _____
Telephone: _____	Extension: _____
Fax: _____	E-mail: _____
Contact: _____	
Title: _____	

CLSC

Name: _____	
Address: _____	
_____	Postal code: _____
Telephone: _____	Fax: _____
E-mail: _____	
Contact: _____	
Title: _____	

Youth Protection Agency

Name: _____	
Address: _____	
_____	Postal code: _____
Telephone: _____	Fax: _____
E-mail: _____	
Contact: _____	
Title: _____	

Service Clubs

Name: _____	
Address: _____	
_____	Postal code: _____
Telephone: _____	Fax: _____
E-mail: _____	
Contact: _____	
Title: _____	

Sûreté du Québec

Name: _____	
Address: _____	
_____	Postal code: _____
Telephone: _____	Fax: _____
E-mail: _____	
Contact: _____	
Title: _____	

Comité local de loisir (Local recreation committee)

Name: _____	
Address: _____	
_____	Postal code: _____
Telephone: _____	Fax: _____
E-mail: _____	
Contact: _____	
Title: _____	

Name: _____
Address: _____
_____ Postal code: _____
Telephone: _____ Fax: _____
E-mail: _____
Contact: _____
Title: _____

Name: _____
Address: _____
_____ Postal code: _____
Telephone: _____ Fax: _____
E-mail: _____
Contact: _____
Title: _____

Name: _____
Address: _____
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Telephone: _____ Fax: _____
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Telephone: _____ Fax: _____
E-mail: _____
Contact: _____
Title: _____

Name: _____
Address: _____
_____ Postal code: _____
Telephone: _____ Fax: _____
E-mail: _____
Resource person: _____
Title: _____

Name: _____
Address: _____
_____ Postal code: _____
Telephone: _____ Fax: _____
E-mail: _____
Resource person: _____
Title: _____

