

# BACKGROUND SCREENING

*Guiding principle: All workers require screening. This includes both paid and volunteer workers. The below checklist can help you to assess your risks to develop a follow-up plan for improvement in areas marked "needs attention".*

NEEDS  
YES ATTENTION

Do you ask volunteers to wait until they are associated with your organization for at least six months before allowing them involvement with children of any age?

Do you screen all employees and staff, whether or not they will work with children and youth?

Do you screen volunteer children's and youth workers?

Does your screening include a written application and personal interview?

Do you consistently check employee and volunteer references to get a better understanding of the candidate's character?

Do you regularly conduct criminal background checks on employees and volunteers who work with children?

Do you conduct personal interviews with each worker on a one-to-three year basis?

## NOTES:

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