



# REQUEST FOR VULNERABLE SECTOR SEARCH

**PLEASE COMPLETE THIS FORM FOR YOUR LOCAL POLICE DETACHMENT**

**Date:**

Dear Madam/Sir,

In accordance with our [Screening Policy](#), Equestrian Canada (EC) is requesting a Vulnerable Sector Search for the individual named below in order to determine eligibility to be appointed as an Equestrian Coach. This position is remunerated.

**Individual Name:**

**Gender Identity:**

**Date of Birth:**

**Current Facility (-ies):**

Coaches offer equestrian lessons, training, mentoring and occasionally travel with participants of all ages and abilities. They frequently supervise other staff members/volunteers and are in a position of trust and authority with regular access to minors, persons with a variety of physical and/or mental impairments and seniors.

EC understands that screening personnel and volunteers is a vital part of providing a safe sport environment. EC is responsible for doing everything reasonable to provide a safe and secure environment for participants in accordance with its mandate as the national governing body for equestrian sport in Canada (as recognized by Sport Canada).

Adverse findings do not result in an automatic refusal of the application. If the search yields positive results, the applicant's search results are immediately directed to a third-party law firm anonymously, who completes a review of the full application and either renders a decision or convenes a screening committee to further review the application. Our third party provides a final recommendation based on the risk posed to participants to determine if the individual has passed the screening unconditionally, with conditions or if they are refused.

Should you have any other questions or concerns, please do not hesitate to contact us.

Sincerely,

**Rachel Huebert**

Director Sport Operation | Directrice Opérations Sportives  
coaching@equetrian.ca  
613-287-1515 option 5 | [www.equestrian.ca](http://www.equestrian.ca)