

Volunteer Criminal Record Check Letter



Dear Applicant:

All volunteers with Mission Public Schools are required to complete a Vulnerable Criminal Record Check. These CRCS are effective for 5 years.

Please take this letter along with 2 pieces of Government issued ID (i.e. Driver's License, Birth Certificate, BC Services Card, Passport, SIN Card, Citizenship Certificate, etc.) to your local detachment.

FOR RCMP/POLICE:

This is confirmation that the individual requesting a Criminal Record Check, if cleared, will be working as a volunteer with Mission Public Schools in one or more of the following locations (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Albert McMahon Elementary | <input type="checkbox"/> Cherry Hill Elementary |
| <input type="checkbox"/> École Christine Morrison Elementary | <input type="checkbox"/> Dewdney Elementary |
| <input type="checkbox"/> Deroche Elementary | <input type="checkbox"/> Edwin S. Richards Elementary |
| <input type="checkbox"/> Hatzic Elementary | <input type="checkbox"/> Hillside Traditional Elementary |
| <input type="checkbox"/> École Mission Central Elementary | <input type="checkbox"/> Silverdale Elementary |
| <input type="checkbox"/> West Heights Community School | <input type="checkbox"/> Windebank Elementary |
| <input type="checkbox"/> Hatzic Middle | <input type="checkbox"/> École Heritage Park Middle |
| <input type="checkbox"/> École Mission Secondary | <input type="checkbox"/> Fraserview Learning Centre |
| <input type="checkbox"/> Riverside College | <input type="checkbox"/> Summit Learning Centre |

In their role as a volunteer, the individual will potentially be working in close proximity with children in the school, classroom, home and outside of the school on arranged field trips.

Please do not hesitate to contact me if you have any questions or concerns.

Yours truly,

A handwritten signature in black ink, appearing to read "J. Boutilier".

Jane Boutilier, CPHR, SHRM-SCP
Human Resources Manager
Mission Public Schools
604.814.3709
Jane.boutilier@mpsd.ca