



**POLICY:**

REGULATION: **IICC – SCHOOL VOLUNTEERS /Criminal Record Check and Child Abuse Registry**

**EXHIBIT:**

1. A volunteer working independently with students or regularly in the school will provide the division with the authorization to conduct a check with the Provincial Child Abuse Registry and Criminal Records. Such checks must be completed on an annual basis.
2. In the case of short term volunteer situations, a volunteer, at the discretion of the principal may not be required to complete a check with the Provincial Child Abuse Registry or Criminal Records.

In those short-term situations the volunteer will be paired with someone who has completed the Abuse Registry Check.

3. In coaching assignments, volunteers will provide the division with the authorization to conduct a check with the Provincial Child Abuse Registry and will be required to complete a Criminal Record check to be paid by the Division.
4. When the principal deems appropriate, volunteers may be required to complete both a Criminal Record check to be paid by the Division and provide authorization to conduct a check with the Provincial Child Abuse Registry. Situations warranting such verifications relate to field trips requiring transporting students, overnight and extended field trips and any extraordinary activity.
5. The principal will be responsible for the administration of the regulations.

APPROVED:

REVISED: September 2003

SOURCE:

OTHER REFERENCE: