

HALTON CATHOLIC DISTRICT SCHOOL BOARD

New Criminal Reference Checks – Vulnerable Sector Screening For New Staff and Volunteers

Provincial legislation requires that all school boards must collect Criminal Reference Checks (CRC) on all new employees. The Halton Catholic District School Board also requires that a Criminal Reference Check is obtained from all volunteers – a requirement aimed at keeping our schools as safe as possible for all of our students.

Vulnerable Sector Screening

A special form of CRC, referred to as a Vulnerable Sector Screening (VSS), is now required **for all new staff as of January 1, 2005** and will be required for **all new volunteers as of April 1, 2005**. Anyone who is already a staff member or a volunteer and has submitted the previous version of CRC is not required to get a new VSS criminal reference check.

Vulnerable Sector Screening is intended for individuals being employed or volunteering with persons, who because of their age, disability or other circumstances whether temporary or permanent are:

- a) In a position of dependence on others; or
- b) Are otherwise at a greater risk than the general population of being harmed by a person in a position of authority or trust relative to them.

It makes sense for this version of CRC to be required by school boards given the young ages of our students and the fact that some students do contend with significant disabilities. A VSS criminal reference check will search the appropriate law enforcement databases for any flagged and pardoned sex offences. As such, it provides an extra level of safety for our students.

After you receive the processed Criminal Reference Check and the Vulnerable Sector Screening, please note the following:

New Staff should submit the processed Criminal Reference Check/Vulnerable Sector Screening to **Human Resources Services**.

Volunteers should submit the processed Criminal Reference Check/Vulnerable Sector Screening to the school at which they volunteer.



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Consent for a Criminal Reference Check – Vulnerable Sector Screening

Identification of the Applicant:

Full Name: _____
Surname (please print) Middle Given

Maiden or Other Names used: _____
(Please print)

Sex: Male () Female () Place of birth: _____

Current Address: _____

Previous Address (if any) with the last 5 years. Use riverside side, if necessary.

Reason of the Consent:

I am an applicant for a paid or volunteer position with a person or organization responsible for the well-being of one or more children or vulnerable persons.

Description of the paid or volunteer position: _____

The name of the person or organization is: _____

Provide details regarding the children or vulnerable persons: _____

Consent:

I consent to a search being made in the automated criminal records retrieval system maintained by the Royal Canadian Mounted Police to find out if I have been convicted of, and have been granted a pardon for, any of the sexual offences that are listed in the schedule to the Criminal Records Act.

I understand, as a result of giving this consent, if I am suspected of being the person named in a criminal record for one of the sexual offences listed in the schedule to the Criminal Records Act in respect of which a pardon was granted or issued, that record may be provided by the Commissioner of the Royal Canadian Mounted Police to the Solicitor General of Canada, who may then disclose all or part of the information contained in that record to a police service or other authorized body. That police service or authorized body will then disclose that information to me. If I further consent in writing to disclosure of that information to the person or organization referred to above that requested the verification, that information will be disclosed to that person or organization.

Signature Date