

## Volunteer Requirements

Dear parents/Guardians:

Over the past couple of years HWDSB policies around volunteers have changed. All volunteers are now required to have a Vulnerable Sector Screening completed every three years and sign an Offence Declaration annually. If you wish to be a volunteer driver, then additional requirements are necessary. I have listed all the requirements below.

Parents/Guardians who wish to volunteer in the school or for trips must complete the following (the necessary forms are attached; the OD can be signed at the office and the VSS completed at a local police station):

- Volunteer Information Sheet
- Offence Declaration (OD) Form
- Vulnerable Sector Screening (VSS)
- School/Volunteer Agreement
- A short interview with the Principal

If you wish to drive a student(s) other than your own child to or from a school-sanctioned event, in **addition** to the above, you must do the following:

- complete a Volunteer Driver form
- show your licence and proof of insurance to the principal

If you have any questions, please call Mr. Grattan at the school.