



Call for Volunteers at Norwood Park Elementary School

At Norwood Park we believe volunteers play a very important role in our schools. Our volunteers help enrich our students' educational experiences and help to strengthen the foundation between home and school.

Volunteers can work directly with students and may help oversee activities for safety, guidance, or regulation.

All volunteers in HWDSB schools **MUST** provide a new Vulnerable Sector Screening every three years. This can be completed online with the Hamilton Police Service (see information below).

In addition to the Vulnerable Sector Screening, volunteers must complete the Volunteer Information Sheet and Volunteer Agreement documents. These can be completed online and/or downloaded and completed at home and dropped off or emailed to the school.

[HWDSB School Volunteer Agreement Sheet](#)

[HWDSB Volunteer Information Sheet](#)

Once the VSS and documents above are completed, Volunteers will be invited to participate in a mandatory virtual training session (multiple flexible times for these brief sessions will be offered).

If you are a first-time volunteer and do not already have a Vulnerable Sector Screening on file with us, this screening must be presented to the office within six months of it being completed. Volunteers must also sign a current offence declaration each year, in between Vulnerable Sector Screening updates. ***The VSS is required every three years for returning Volunteers who have not taken more than a one-year break from volunteering.***

We welcome and encourage volunteers in our school. Our students' interactions with volunteers model caring and promote the value of being part of a school community.

If you have any questions about volunteering in our schools, please connect with the Vice Principal Julia Hayes jhayes@hwdsb.on.ca

See the following link to the 'HWDSB Volunteer Handbook' for more information

[HWDSB Volunteer Handbook](#)

How To Complete a Vulnerable Sector Screening

Do an online search for 'Police Background Checks Hamilton'

****Please note that electronic police checks are now available ****

Police Checks are completed digitally and will be available for applicants to download from their account once completed. Mailed certificates are no longer being provided.

The online system allows you to apply for a police screening check 24 hours a day without having to attend the Police Services facility. All aspects of the process - including verification of identification and fee payment are handled electronically.