

Victory Public School

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Principal:
Nicole Hamilton
Office Coordinator:
Riann Marshall

Vulnerable Sector Check (VSC) Letter

Date: _____

To Whom It May Concern,

Re: **Vulnerable Sector Check (VSC) Request**

This letter confirms that _____has applied to volunteer with the **Upper Grand District School Board** at Victory Public School.

The applicant will be serving in the role of: _____.

Based on the Board's volunteer risk assessment, this role has been identified as **high risk** and places the applicant in a **position of trust and/or authority in relation to students (children under 18 years of age)**.

This determination is based on one or more of the following:

- direct and ongoing interaction with students,
- responsibility for student supervision or support,
- work occurring in settings with limited or no direct supervision or visibility, and/or
- one-to-one interaction with students.

Details of Duties:

-supervising children on a field trip, visiting the classroom, working with students

Given the nature of this role, we are formally requesting a:
☑ **Vulnerable Sector Check (VSC)**

We acknowledge that the police service will determine whether this position meets the legislative requirements for a Vulnerable Sector Check under the **Criminal Records Act**, and may issue a Criminal Record and Judicial Matters Check (CRJMC) if the threshold is not met.

If further information is required, please contact the undersigned.

Sincerely,

Nicole Hamilton
Principal