Dear Parent or Volunteer,

The Red Deer Public School District has passed a policy that all adult individuals (18 years of age or older) who serve as volunteers in a school or at school sponsored activities and who may have opportunity to interact with students during the course of that service must provide the principal with the following prior to beginning service as a volunteer:

1. A Police Information Check (formerly known as a Criminal Record Check), including a vulnerable sector check.
2. Two written references, on a form prescribed by the Red Deer Public School District, that attest to the individual’s suitability to serve as a school volunteer.

Many events at Westpark Middle School would not exist without volunteers, i.e. field trips, school dances, band concerts, lunch supervision etc. Your involvement in our school is crucial to our success.

Completed copies of police information checks, written references and other documents shall be retained by the school for five years. We appreciate your time in obtaining the requested information.

If you have any questions, please do not hesitate to call 403-347-8911.

Sincerely,

[Teresa Tataryn](mailto:teresa.tataryn@rdpsd.ab.ca)

Principal, Westpark Middle School