

VOLUNTEER

Parents/Guardians/Community Members

Volunteering in our schools

Requirements for volunteers

There are many ways to contribute to your child's education and school community. Volunteering is a great way to stay connected. We value the contribution of all our volunteers and appreciate their time spent supporting our students, staff and Catholic education.

Requirements

A Vulnerable Sector Police Check AND completion of an Accessibility for Ontarians with Disabilities Act (A.O.D.A.) training module are requirements of the Brant Haldimand Norfolk Catholic District School Board for all volunteers.

Vulnerable Sector Police Check (Criminal Background Check)

A form obtained at the school is taken to your local police station and a search, based on the information provided, is performed by police. Volunteers must have a Vulnerable Sector Police Check every three years. In years when the check is not required, the volunteer must sign the prescribed Offence Declaration. All volunteers (parents, guardians, grandparents, etc.) require a Vulnerable Sector Police Check. If you do not have one on file at the school at the time of the event (e.g., class trip), you will not be permitted to participate. Such events/activities include, but are not limited to: class trips, field trips, excursions, classroom volunteers and volunteer drivers, coaches, various reading or other unsupervised curriculum program assistance.

Accessibility for Ontarians with Disabilities Act (A.O.D.A.) Training

All volunteers are required to complete an online A.O.D.A. training module prior to performing volunteer duties. Once a volunteer completes the online training, a certificate acknowledging completion can either be printed and taken to the school(s), or can be emailed to the school(s).

Q. How do I access the online training?

A. Visit your school website and select **Volunteer** on the **School Information** menu.

Q. What if I don't have a computer or require accommodation to take the training?

A. The online training can be accessed from any computer with an internet connection. If you do not have a computer at home, you can use a public computer (such as your local public library) or come to the school and we will provide one for your use.

Q. What if I require accommodation to take the training or need other assistance?

A. If you require any assistance, please contact the school. We will arrange a solution that meets your needs.

Please note that individual Police Detachments determine their own Vulnerable Sector Police Check procedure. We work closely with all detachments to improve communication and to assist with streamlining the process for our valued volunteers.



BRANT HALDIMAND NORFOLK
CATHOLIC DISTRICT SCHOOL BOARD

322 Fairview Drive, P.O. Box 217, Brantford, ON N3T 5M8
T 519.756.6369 E info@bhncdsb.ca

Excellence in Learning ~ Living in Christ

www.bhncdsb.ca