

**DURHAM DISTRICT SCHOOL BOARD
ANNUAL OFFENCE DECLARATION FORM
Volunteers**

In accordance with Police Record Checks Policy and Procedure Guidelines, all persons being considered by a principal to volunteer in their school shall, upon request, provide a recent Police Record Check (Criminal Record Judicial Matters Check (CRJMC) or Vulnerable Sector Check (VSC)), as a condition of selection. Once the Police Record Check has been accepted and deemed satisfactory by the principal, volunteers returning to the same school each year may be asked to complete an Offence Declaration Form only. Those volunteers to return following an absence of 12 months to a location shall be required to provide a new Police Records Check. Notwithstanding the above, all volunteers must provide the Board with an updated Police Records Check (Criminal Record and Judicial Matters Check (CRJMC) or Vulnerable Sector Check (VSC) determined by volunteer position) every 5 years

This Offence Declaration Form applies for the 20 /20 school year for _____
(name of volunteer)

to volunteer at _____
(name of school)

I DECLARE, that since the last Police Record Check collected by the DDSB, or since the last offence declaration given by me to the DDSB, that I have no convictions under the Criminal Code of Canada up to and including the date below for which a pardon has not been issued or granted under the Criminal Records Act (Canada) that:

- ☐ I have no convictions under the *Criminal Code of Canada* up to and including the date of this declaration for which a pardon has not been issued or granted under the *Criminal Records Act* (Canada).
- ☐ I have the following conviction(s) to declare under the *Criminal Code of Canada* for which a pardon under the *Criminal Records Act* (Canada) has not been issued or granted:

(list convictions including city and date)

This information is collected in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, for purposes consistent with the provision of public educational services to children pursuant to the *Education Act* and Regulations.

Note: The provision of false or misleading information is an offence that may result in your exclusion from school property and/or legal action being taken against you.

Name of Volunteer
Signature:
Date:

Name of Principal:
Signature:
Date:

The DDSB is committed to upholding rights and responsibilities under the Ontario Human Rights Code and Accessibility for Ontarians with Disabilities Act. If you require accommodation to access or complete this form, please contact the principal.