



<b>BOARD POLICY MANUAL</b>	
Approval Date	Replacing <b>All previous documents</b>
Review Date	Page <b>1 of 1</b>
Policy Section <b>School</b>	Identification <b>SCH-1011</b>

## **CRIMINAL REFERENCE CHECK POLICY**

The Board requires all staff and all volunteers who have regular contact with the students to provide a criminal reference check from the Regional Police Service. All new staff and regular volunteers will provide a Criminal Reference Check before they begin regular contact with the students. Any issues raised by the Criminal Reference Check must be resolved for the satisfaction of the Board of Trinity Christian School prior to regular contact with students. The Board of Trinity Christian School will reimburse the cost of the Criminal Reference Check process upon presentation of a receipt for the service rendered.

At the beginning of each school year all staff and volunteers previously having submitted a Criminal Reference Check will complete and sign an Offence Declaration Form.