



JD Hogarth Public School
 360 Belsyde Avenue East
 Fergus, ON N1M 1Z5

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Dear Police Services:

Request for a Vulnerable Sector Check

This letter is to introduce _____ who is applying to be a volunteer with the Upper Grand District School Board at JD Hogarth Public School. This adult will be working in a position of trust with the youth of our local community. Therefore, the UGDSB is requesting that a Vulnerable Sector Check be completed before the applicant can volunteer at our school.

_____ will be under the supervision and guidance of teachers in conjunction with principals in several roles: Classroom Volunteer, School Event Support/Organizer, and Field Trip Chaperone. Volunteers in these roles perform a variety of tasks, including but not limited to the following:

Classroom Volunteer	School Event Support/Organizer	Field Trip Chaperone
- read with students one-on-one or in small groups	- interact with the public	- supervise small groups off-site
- run hands-on learning activities	- connect with community organizations on behalf of the school	- hold student emergency information secure
- keep student academic information confidential	- count money	- follow the guidance of school and/or site staff

Thank you for your attention to this matter.

Yours truly,

Tracy Baker

Principal
 JD Hogarth PS