

**COMMUNITY ORGANIZATION AND VOLUNTEER AUTHORIZATION LETTER**

Peel Regional Police will carry out a vulnerable records check on a potential candidate for volunteer duties when:

- (1) The community organization:
  - (a) Has completed an initial review of the individual's suitability and is considering them for a volunteer opportunity.
  - (b) Requests the police records check with vulnerable sector be completed as part of determining suitability for volunteer duties, as the volunteer will have direct contact with children or vulnerable persons.
  - (c) Understands its obligation under the Human Rights Code with respect to evaluation, hiring and training volunteers and what constitutes a bona fide reason for refusal of a volunteer.
  
- (2) The Applicant:
  - (a) Resides in the Region of Peel.
  - (b) Has signed the authorization(s) permitting a records check be conducted.

**Police Records Check with Vulnerable Sector and Local Records**

This search is restricted to applicants seeking volunteer positions with vulnerable individuals. With the consent of the applicant, a query of sex offences for which a pardon has been granted will be conducted in compliance with the Criminal Records Act. This search may also include records relating to Mental Health Act incidents where the behavior placed the applicant or others at risk (may include attempt suicides).

Peel Regional Police will provide the results of any Records Check conducted only to the applicant. The Records Check will not be sent to the community organization.

It is the responsibility of the applicant to decide whether they want to discuss the results of the Records Check with the community organization. The role of the Police Service is to provide the volunteer with the results of the Records Check. The community organization is responsible for determining the suitability of the volunteer for the position. The results of any records check is just one component of the information available to and evaluated by the community organization.

A vulnerable records search ***will only*** be conducted on a "no charge" basis if the community organization is registered with Peel Regional Police Records Services and this form is signed by the community organization's Volunteer Coordinator and the volunteer. Both signatures ***must be*** original and not a photocopy or stamp. The signature must be accompanied by a contact telephone number.

\_\_\_\_\_  
PRINCIPAL OR DELEGATE NAME AND SIGNATURE

\_\_\_\_\_  
SCHOOL NAME AND TELEPHONE

\_\_\_\_\_  
VOLUNTEER SIGNATURE

\_\_\_\_\_  
TELEPHONE

See our website at [www.peelpolice.ca](http://www.peelpolice.ca) for further information regarding Record Searches.