

Steps to Becoming a Volunteer

If you are interested in becoming a volunteer, please call or come by our school office and we will be more than happy to meet with you, answer any questions you may have, and give you a volunteer package to complete.

It is the policy of the Abbotsford School District, and Blue Jay Elementary, that EVERY volunteer working near, or around, children is required to have completed the following:

1. Volunteer Application Form (AP 416-2)
2. Confidentiality Understanding - Parent Volunteers and Non-Employees (AP 416-4)
3. Criminal Record Check (completed through the Ministry of Justice)

Criminal Record Check (CRC) Process:

Please call the School Board Office at 604-859-4891 to make an appointment.

1. Bring 2 pieces of ID (See file below for) to the [School Board Office](#), and complete a manual CRC form.
2. Abbotsford School District's authorized contact will submit the form to the Ministry of Justice - Criminal Records Review Program (CRRP) for processing.
3. Abbotsford School District's authorized contact will receive the results back from the CRRP and will advise our school of the results.

***If a volunteer has completed the CRC process (through the Ministry of Justice), for another organization, in the past 5 years. The volunteer can ask that organization to share the results with the Abbotsford School District. For more information on this process, follow this [link](#).*

You can read Abbotsford School District's entire Administrative Policy regarding Volunteers (AP 416) [here](#).