



# Semá:th Elementary NHS

Thank you for your interest in becoming a *Noon-Hour Supervisor* for our school.

The Ministry of Justice regulations require ANY volunteer who comes near or works around children to complete a criminal record check, regardless of the time spent working near or around them. This requirement involves a Criminal Record Search, valid for 5 years, which includes a Vulnerable Sector Search.

## Steps to become a Noon-Hour Supervisor:

1. Pick up or request an electronic copy of our school's volunteer package, fill out the required forms and return to our school.
2. Have your criminal record check processed (see below).

## Criminal Record Check Process:

To obtain a CRC you will need to email [criminal.check@abbyschools.ca](mailto:criminal.check@abbyschools.ca) to request an online CRC application link and include your full name, if you need an employee (for noon-hours supervisors) or a volunteer CRC application and if you have a BC Services Card Account. If you do not have an account, you must report to Reception at the SBO with 2 pieces of ID.

Please allow 4-6 weeks for processing. Once our school receives your criminal record check clearance, we will contact you to inform you that you've been added to our approved volunteer list. At this time, you can start volunteering.

Thank you for your interest in becoming a volunteer in our school. If you have any questions regarding this process, please don't hesitate to contact our school.

**Jenny Frederick / Administrative Assistant**

**Semá:th Elementary**

**Abbotsford School District**

T: 604.852.3900 F: 604.850.7832

36321 Vye Rd, Abbotsford, BC V3G 1Z5

<https://semath.abbyschools.ca/>

