

Criminal Record Check for VCS Volunteers

A Volunteer who needs Criminal Record Check is anyone who is NOT PAID and helps in a classroom or anywhere in the school (ie hot lunched, One-to-One Reading, etc.) drives for a field trip, and has any one-on-one contact with students in our school.

We have signed up with the Ministry of Justice as a volunteer organization. The Criminal Record Checks (CRC) for volunteers are free of charge. If you fall into this description of a volunteer, you will need to have a CRC done every 5 years. If you currently have a CRC that is less than 5 years old, you can forward it to the school in person or by email. If your CRC is expired or about to expire, please follow the steps below:

If you volunteer with us and do not have a CRC please follow these simple steps:

1. Go to this website: <https://justice.gov.bc.ca/criminalrecordcheck>
2. At the bottom of the page that comes up, there is a box for your Access Code:
8FRSU5JEQA
3. Enter the verification code
4. Fill out the form.

Your CRC will be forwarded to the school once it is processed.

Any questions - contact ecoffice@vcs.ca.