



Our Lady of Perpetual Help School
235 Poplar Street, Kamloops, BC V2B 4B9
Telephone (250) 376-2343 Fax (250) 376-2361
Website: www.olphschool.ca

IMPORTANT INFORMATION FOR VOLUNTEERING AT O.L.P.H. SCHOOL

At Our Lady of Perpetual Help School we are blessed with many parents, grandparents and community members who graciously give of their time and talents in service to our staff and students. If you are planning to volunteer for any school fundraising events, classroom activities and/or field trips the following information **MUST** be on file at the school office.

1. Current and Valid Criminal Record Check

To request a Criminal Record Check to volunteer at O.L.P.H. School please access:

ON-LINE LINK: <https://justice.gov.bc.ca/eCRC/>

ACCESS CODE: 4DFCWE6MBM

When the system prompt asks if you have a criminal record check on file, please check NO, as it refers to whether you have applied for a criminal record check through this system previously.

PLEASE ENSURE THAT YOU INDICATE IT IS TO WORK WITH CHILDREN.

2. Current Vehicle Insurance with at least \$3 Million Liability Coverage

Complete the Volunteer Driver Form & attach copy of Insurance
Please notify the office during the school year if you have a new vehicle.

3. Completed and Free of Offense Driver's Abstract

Contact ICBC at 1-800-663-3051 and they will email you a copy.

Once you receive the information please forward this information to the school office.