

Volunteer Forms

At Carbon School, we rely on the countless hours donated by volunteers and our school is a great place to be because of these efforts. **We would never want to discourage volunteers, but because safety of our students is paramount, we want to ensure that all protocol is followed.**

As per Golden Hills School Division Policy, all volunteers in Carbon School must complete the steps below. Volunteers would include all community coaches, drivers, and individuals coming into classrooms to work with students.

All volunteers must:

- **Complete a Criminal Record Check**—This can be done at a local RCMP detachment. Attached is a letter to take stating the nature of the check and as a result there should be **no fee**. Be sure to have a valid driver's license or current passport to complete.
- **Complete a Child Welfare Check**—This can be done at a Child and Family Services office.

Drumheller District Office
Box 2289
180 Riverside Drive East
Drumheller, AB T0J 0Y0
Phone: 403-823-1767
Fax: 403-823-1683

There will be **no fee** and again you must have ID as stated above.

- All volunteer drivers must fill out the form attached and have the above documents along with a **current driver's abstract** that can be obtained at an Alberta Registries Agency. Volunteer drivers must also have a minimum of **Two Million Public Liability Insurance**.

All of this documentation must be returned to Carbon School, prior to volunteering. If you have any questions concerning volunteer protocol, please contact Marci Steen. We thank you in advance for your time.