



CRIMINAL REFERENCE WAIVER

All members of staff, students and volunteers over the age of 19 are to provide an original, current* Criminal Reference Check (Vulnerable Sector - VSC) from their local Police Department, at their own cost, preferably received before the contract begins. If delayed by a time factor, proof of the request must be provided and a signed waiver stating the applicant's acknowledgement that the check should be clear is required at which point the position may be offered conditionally to support the children's safety i.e. not being left alone with the children.

All members of staff, students and volunteers over the age of 19 will complete an attestation form to state the individual does not have any previous offences that would contravene s.9 of the CCEYA. For those under 19 years of age an Offence Declaration must be completed. Individual staff members turning 19 will have one month to acquire the Criminal Reference Check (Vulnerable Sector - VSC).

Should there be a discrepancy, MLCP has the right to terminate the conditional position. All personal information regarding staff is confidential to the administration level and is stored in a locked environment. All members of staff, student and volunteers over the age of 19 are required to provide an offence declaration (within 15 days of the originally obtained date) annually until the 5th year where a new VSC is required.

Any adult coming into contact with the students are required to submit a current VSC or Offence Declaration other than those attending on site for the Health Department, Social Services or First Responders.

VSC's are available most easily from the Police Station at Brock Street & Taunton in Whitby for a fee.

Any conviction must be immediately brought to the attention of the office. Based on the nature and severity of the conviction further steps will be decided at the discretion of MLCP.

Should a staff member be absent from MLCP for more than 6 months a new VSC will be required.

* for members of staff - VSC can be no more than 6 months old at date of hire and updated every five years thereafter. For students and volunteers if VSC is older than 6 months it is acceptable but the individual must also provide an offence declaration that addresses the period after the 6 months has passed.



OFFENCE DECLARATION FOR OTHER PERSONS PROVIDING CHILD CARE OR SERVICES TO A CHILD IN A CHILD CARE CENTRE

SCHOOL YEAR _____

This form is intended for use by child care centres licensed under the Child Care and Early Years Act, 2014, to meet the following requirements.

- An offence declaration or attestation is required from any individual who provides child care or other services to children at a child care centre, in addition to employees, students and volunteers.
- An offence declaration must be obtained before an individual interacts with children.
- Offence declarations must be collected annually, no later than 15 days after the date of the previous offence declaration.
- The vulnerable sector check was obtained and reviewed was performed within the last five years and did not contain any of the noted convictions.

1. Declaration

I, _____, ¹ declare that I have not been convicted of any of the following convictions under the *Criminal Code* (Canada) since the date of the last VSC or the last Offence Declaration submitted.:

- | | |
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| <ul style="list-style-type: none"> ▪ Sexual interference (section 151); ▪ Child pornography (section 163.1) ▪ Duty of persons to provide necessaries (section 215); | <ul style="list-style-type: none"> ▪ Murder (section 229); ▪ Infanticide (section 233); or ▪ Any other offences under the Criminal Code (Canada). |
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2. Signature (to be completed by the person providing the offence declaration)

Name	Signature	Date of Offence Declaration <small>(yyyy/mm/dd)</small>
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3. Signature (to be completed by the licensee/designate of the child care centre)

Phillips	Nicola	A.
<small>Last Name</small>	<small>First Name</small>	<small>Middle Initial</small>
Principal	Signature	Date of Receipt of the Offence Declaration <small>(yyyy/mm/dd)</small>
<small>Position</small>		

¹ First and last name of the person who provides child care or other services for whom the offence declaration is required under Section 61.1 of O. Reg. 137/15 under the *Child Care and Early Years Act, 2014*.

In administering and enforcing the *Child Care and Early Years Act, 2014* (CCEYA), Ministry of Education inspectors, including program advisors and directors, may collect and review personal information relevant to an inspection of a child care centre under the authority of sections 30 and 31 of the CCEYA to ensure that the licensed child care centre is complying with the CCEYA and its regulations.