



RE: Volunteer Screening Police Record Check
Canadian Unitarian Council

The Canadian Unitarian Council (CUC) is a registered charity incorporated under the laws of Canada and is the national body for Unitarians and Unitarian Universalists in Canada. The charity registration number is 106868474RR0001.

As part of the CUC's Safe Steps processes, developed as part of the Volunteer Canada Screening Initiative for volunteers working with "vulnerable" individuals (including children and youth), one of the requirements for volunteers working within high trust ministries at the CUC regional or national level is to obtain a Police Records Check (PRC). One area of 'high trust' is a youth advisor.

You can download a copy of the form for "vulnerable screening check" from the local Police Services website where you reside or go directly to your local Police Station to complete the form.

Please take this letter to your local police agency and explain that the PRC is required for this volunteer position. There may be no fee or a small fee; this depends upon each police agency. The PRC generally takes about 7-10 business days and the completed form will be mailed to you or you may be required to pick it up at your police agency.

If you have already completed a volunteer screening process through your congregation to serve in the same role locally - a youth advisor for instance - then you are not required to complete another check if yours has been completed within the past two years. In this case, please ask your DRE or minister to check off appropriate confirmation on the conference or training registration form.

If the PRC is being done this year, confirmation of completion of your PRC is to be sent to the Director of Lifespan Learning at the address below. This is required to serve in a high trust volunteer capacity with youth at a CUC sponsored regional or national event. If there is a past issue you wish to bring forward for compassionate consideration, please contact the DLL directly.

With sincerest appreciation for addressing this requirement within our CUC Safe Steps process in these areas of high trust. You will be serving with youth and others from across the country and it is our duty to assure them and their families - in fact everyone - that we are providing (to the best of our abilities) a safe and nurturing experience for the young people in our community.

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