



REQUIREMENTS FOR VOLUNTEERS

VOLUNTEER ACTIVITIES INCLUDE:

Assisting with coaching a sports team or school club, assisting with the Fun Lunch program, field trip assistance/chaperone, classroom assistance, participating in a Guild event, driving students to events, etc... We appreciate all our volunteers and the time you give to support our community.

ALL VOLUNTEERS MUST:

1. Complete a Volunteer Criminal Record Check - Valid for 5 Years

Link - <https://drive.google.com/file/d/1Y7XxIAFXLCMgTpy2kSyiTUK1CCpPLzK8/view?usp=sharing>

2. Complete a Volunteer Code of Conduct Contract Form

Link - <https://drive.google.com/file/d/1ZSG95yxDwV-JYSE3oDZum6JqA2JzhnIW/view?usp=sharing>

3. Complete the Covid -19 Vaccination Policy

Link - <https://drive.google.com/file/d/1vy86VV6T6hJIROHCM9vYYRV5x0bVDyfq/view?usp=sharing>

Please email Irene Ferguson at irene.ferguson@aberdeenhall.com both forms to complete the volunteer process.

This is a free service to you. Forms are also available at the junior school front office if preferred.



VOLUNTEER DRIVERS MUST ALSO:

1. Complete your Driver's Abstract - Must be updated annually

Online Option:

Link - <https://www.icbc.com/driver-licensing/getting-licensed/Pages/Your-driving-record.aspx>

Follow the instructions and have a copy sent to irene.ferguson@aberdeenhall.com

OR

Phone Option: Call 1-800-950-1498 and have your driver's license number ready.

To avoid a recorded message and speed up the process: press 4 at the 1st recording, then 2 at the 2nd recording and then you'll be prompted to say your driver's license number. You will then get a live person on line and you can request they fax your driving abstract directly to the school at 250-491-1289 where it will be kept on file. This is a free service and usually only takes about 2-3 minutes.

2. Provide Proof of Insurance - Must be updated annually

Aberdeen Hall requires all volunteers driving students to carry a minimum of \$2 million third party liability insurance, and suggest having \$5 million. Email or fax it to us, or pop in and we can photocopy it for you.

Should you have any questions, please contact:

Irene Ferguson

irene.ferguson@aberdeenhall.com