



## Hillview Elementary

1822 Francis Street

Vernon, B.C. V1B 3A5

Phone: 250-542-5465 Fax: 250-542-0545

Principal: Mr. B. Smyth/Vice-principal: Mrs. Rogers

[www.sd22.bc.ca/school/hillview](http://www.sd22.bc.ca/school/hillview)

### Criminal Record Checks for Hillview Elementary Volunteers

To our volunteers,

Thank you for volunteering at our school! As a volunteer you will need to provide us with an acceptable Criminal Record Check. Hillview is enrolled with the Criminal Records Review Program (CRRP) Applicant Based Online Service. This process will help facilitate criminal record checks for our school. This is at no cost to you through the Ministry of Justice. However, if fingerprinting is required by the Ministry of Justice, the cost is the responsibility of the volunteer.

Below is the link for online requests for Criminal Record Checks for Hillview School. Just follow the link and fill in the access code that is unique to Hillview. If you have an existing Criminal Record Check with another organization you volunteer with, please use the same link and choose the share option.

Online Link: <https://justice.gov.bc.ca/eCRC/home.htm>

Access Code: **HRWXLCPEDF**

The results of the Criminal Record Check will be emailed directly to the Principal of Hillview Elementary, Mr. B. Smyth. We will keep them on file for five years.

Thank you,

Brian Smyth  
Principal  
Hillview