



Ottawa Police Service

Date: March 1, 2019

P.O. Box 9634, Station "T"

Ottawa, Ontario

K1G 6H5

Attn: Police Records Check Section

To Whom It May Concern:

A *Police Records Check for Service with the Vulnerable Sector* is required to act as a Board Member at the Riverside Park Cooperative Nursery School and for parent volunteers assisting in the classrooms.

_____ will take on a volunteer role during the 2019/2020 school year.

It is understood that the Police Records Check service fee is free for volunteers working with the "Vulnerable Sector" at a charitable organization.

Please do not hesitate to contact us if you have any questions.

Thank you for your assistance.

Sincerely,

Paulette Young, R.E.C.E., Director
Riverside Park Nursery School

Registered Charity Number: BN 119120822RP0001