



Clear Water Academy

An Independent Catholic School

January 29, 2014

Dear Parents of Clear Water Academy,

The parent volunteer program at Clear Water Academy is a coordinated effort to tap the energy, enthusiasm, and expertise of parents in our school community so that volunteer help is provided to our students and teachers. Volunteers provide our instructional staff with an invaluable second set of hands, ears and eyes as they pursue enriching and diversified experiences in and out of the classroom for our students.

In order to provide a safe and caring environment for our students we are implementing a volunteer police check policy for all parents who would like to volunteer for the remainder of the 2013-2014 school year. While we are indeed implementing this policy now, it will be in effect on an annual basis and we hope that our guidelines listed below are clear and easy to follow.

Please fill out the attached form. The form must be filled out in BLUE INK ONLY. Once the form is filled out, please come to the school to sign it. It is VERY IMPORTANT that it is signed only in front of a school designate and the four spots on the back page are only initialed in front of the school designate. When you come to the school to sign, please make sure you have two valid pieces of ID (one picture and one other piece). The school designates are: Mrs. Liz Faas at Athlone Hall, Mrs. Rosanna Moya at Bessborough Hall and Mrs. Sandy Johnson at Keller Hall. The current fee for volunteer police checks is \$15.00 however, Clear Water Academy agrees to cover this cost for this school year.

Parents who anticipate volunteering with Clear Water Academy this school year need to complete the form by Monday, February 10th, 2014. On that date we will submit all parent forms for police verification. Parents who do not have a current Police Check on file will unfortunately not be able to participate in volunteer activities at our school. We trust that you understand that such an approach is a precautionary measure in the quest of providing a safe and secure learning environment for all students.

If you have any questions or concerns, please contact Vivian Moody at vmood@clearwateracademy.com or at 403-240-7913.

Thank you for your cooperation and understanding.

Sincerely

Darren Forrester
Principal