

POLICE RECORDS CHECK (PRC)

1. The Diocesan Synod, Corporation of the Cathedral of Christ Church, each Parish Corporation and Diocesan Camp shall require each Cleric, employee, leader and volunteer to complete and file with the Diocesan Synod, Corporation of the Cathedral of Christ Church, Parish Corporation or Diocesan Camp, a Police Records Check (PRC) in the form prescribed by a policing authority:
 - a) at the commencement of any Church work described as a position of trust or one that will place the individual into contact with children, youth or vulnerable adults in a Church program or setting, and
 - b) at least every third year thereafter.
2. Each PRC applicant shall specify in the PRC application if he/she is working or coming into contact with, children, youth and/or vulnerable adults in a Church program setting and requires that a “Vulnerable Sector Check” be conducted. See Appendix 1 for a PRC Request Form.
3. The Diocese, Corporation of the Cathedral of Christ Church, Parish Corporation or Diocesan Camp may reimburse the cost of a PRC.
4. No person found guilty in a judicial proceeding of physical or sexual assault for which a pardon has not been granted shall be permitted to work with children, youth or vulnerable adults in a Church program.

Adopted
3 December 2014
Revised
5 October 2017

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Appendix 1 – PRC Request Form (to be on corporate letterhead)

Date

To whom it may concern:

_____ will be employed volunteering
(Name of Applicant)

with the _____
(Name of Diocese, Organization, Corporation or Camp)

The policy of the Anglican Church of Canada, Diocese of Fredericton, for anyone who works in a position of trust is that they are required to provide a current police record check.

As the duties, responsibilities or work/volunteer environment may cause this individual to be in contact with children, youth and vulnerable adults in a church program setting, a vulnerable sector check is also requested. Yes No

It is hereby requested that a police record check vulnerable sector check be undertaken and that you provide documentation that _____ does not have a criminal record or is included on any listing related to vulnerable persons, as applicable.

If further information is required, please contact the undersigned immediately.

(Name)

(Telephone Number)

(Signature)

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