

Volunteer Application

Only complete packages will be accepted

All Volunteers – Please bring the following items to the school office:

- ☐ **SD42 Volunteer Application Form**
- ☐ **Criminal Record Check** (FREE for school volunteers – must be requested and picked up in person)

Volunteer Drivers – In addition to the above items, please also provide the following:

- ☐ **SD42 Volunteer Driver Application Form**
- ☐ **Driver's Record** (must be obtained within one week of application)

Please bring a complete Driver Volunteer package into the office along with your:

- ☐ **Vehicle Insurance Documents** (including 2nd page showing 3rd party liability)
- ☐ **Valid BC Driver's License**

How do I obtain a Driver's Abstract?

Visit the ICBC website:

<https://www.icbc.com>

- 1) Manage my license & ID
- 2) Get a copy of my driving record
- 3) Click on "Get your driving records"
- 4) Sign in using your BC Services Card account or sign in by verifying your identity with your bank's Interact Verification Service (*this step is new in 2026*)
- 5) Choose the Personal Driving Record (driver's abstract) option – 5 Years of claims history
- 6) Enter your personal email address (please do not use the school email address)

Please note: if you have a Novice (N) license, you are not permitted to drive any children other than your own.

How do I request a Criminal Record Check?

****This can take 3-4 Business Days and cannot be requested last minute****

Take the attached letter and two pieces of ID with your Birth Date on it to your local RCMP detachment to request a Criminal Record Check (*This is free!*)

Pitt Meadows RCMP 778-670-9010

12486 Harris Road. Pitt Meadows

Front-Counter Hours: Mon-Fri 8:00am-4:00pm; closed on weekends and Statutory Holidays

How long are my documents good for?

- Criminal Record Check: Valid for 5 Years
- Volunteer Form:
 - Parents - Valid for as long as your student attends EME
 - All other volunteers – Valid for **current school year only**
- Volunteer Driver Form: Expires June 30th every year or sooner if your driver's license or insurance expires prior to June.