

## Police Information Check (PIC) Child Services Intervention Record Check (CSIRC)

---

Medicine Hat Catholic Board of Education requires two documents in order to volunteer within our division:

1. Police Information Check (PIC) including the Vulnerable Sector Record Check. This is completed by the Medicine Hat Police Service by visiting the following website:

<https://www.policesolutions.ca/checks/services/medicinehat/index.php>

Or applying in person at:

Medicine Hat Police Service  
884 – 2<sup>nd</sup> Street SE  
Medicine Hat, AB T1A 8H2

**Two pieces of government issued identification must be provided. The volunteer application fee is \$15.00**

2. Children Services Intervention Record Check (CSIRC). To request a Child Intervention Check please email [cs-ircrequest@gov.ab.ca](mailto:cs-ircrequest@gov.ab.ca) or call 403-529-3657.

**No Fee.**

Please provide this letter to the appropriate agency as an indication of your request to volunteer in our school division. This letter indicates that you may be volunteering with children under the age of 18 years of age, on a group or individual basis.

Principal's Signature: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Date: \_\_\_\_\_