



Faculty of Education
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June 1st, 2026

RE: Request for Vulnerable Sector Check

To: Woodstock Police Service

As the authorized representative of the **University of Windsor, Bachelor of Education Program**, I hereby request that the Woodstock Police conduct a **name-based vulnerable sector check**, pursuant to section 6.3 of the *Criminal Records Act*, with respect to the following individual:

Applicant's Full Name: _____

Applicant's Address: _____

Applicant's Date of birth (MM/DD/YY): _____

Position: Bachelor of Education Teacher Candidate - Practicum Placement

Brief description of position related to vulnerable person:

- While completing the unpaid Practice Teaching/ Volunteer hours, this Teacher Candidate will be in a position of authority, responsible for the well-being of one or more children or vulnerable persons under the age of 18.
- Duties may include, but are not limited to:
 - *Classroom instruction, individual instruction, yard duty, lunch supervision, before or after school programs.*

Unpaid position

Volunteer

student/other

Dr. Shijing Xu
Associate Dean of Pre-Service
University of Windsor, Faculty of Education
401 Sunset Ave., Windsor, Ontario N9B 3P4
519-253-3000 Ext. 3869 or 3800

Applicant Signature: _____

Date: _____

Section 6.3(1) of the Criminal Records Act
 Vulnerable Sector - The definitions in the subsection apply in the section.

"children" means persons who are less than 18 years of age.

"vulnerable persons" means persons who, because of their age, a disability or other circumstances, whether temporary or permanent,

(a) Are in a position of dependence on other; or

(b) Are otherwise at a greater risk than the general population of being harmed by persons in a position of authority or trust relative to them.