



**Brantford
Police
Service**

POLICE VULNERABLE SECTOR CHECK

UNIT 1. THIS SECTION TO BE COMPLETED BY APPLICANT – PLEASE PRINT LEGIBLY UNDER EACH HEADING

THIS IS YOUR MAILING LABEL (PLEASE PRINT CLEARLY)			DATE OF BIRTH (YY/MM/DD)		
LAST NAME	FIRST NAME	MIDDLE NAME	OTHER FIRST NAMES USED		
STREET (NUMBER AND NAME)		APT/UNIT#			
MAIDEN NAME OR OTHER SURNAMES USED					
CITY	PROVINCE	POSTAL CODE	PLACE OF BIRTH	GENDER	
TELEPHONE (RESIDENTIAL) ()		CELL PHONE ()		DRIVER'S LICENCE NUMBER	
5 Year Address History – Complete if address differs from mailing address and/or if resided OUTSIDE of the Region in the past 5 years.					
Street name and # (please state below)		Apt/Unit	City	Province	Number of years
Reason for Request				SELF DECLARATION (IF APPLICABLE)	
VOLUNTEER		EMPLOYMENT		DECLARATION OF CRIMINAL RECORD ATTACHED	
OTHER (IF OTHER PLEASE SPECIFY)		NAME OF ORGANIZATION:		YES NO	

UNIT 2. POLICE VULNERABLE SECTOR CHECK

This form is restricted to applicants seeking employment and/or volunteering with vulnerable individuals. "Vulnerable persons" means persons who, because of their age, a disability or other circumstances, whether temporary or permanent, are in a position of dependence on others; or 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. This includes children under the age of 18.

A) Description of the paid or volunteer position:

B) Details regarding the responsibilities towards children or vulnerable person(s):

I am an applicant for a paid or volunteer position with a person or organization responsible for the well-being of one or more children or vulnerable persons.

I understand, as a result of giving this consent, if my date of birth and gender is a possible match to a person in a criminal record for one of the sexual offences listed Schedule 2 of the *Criminal Records Act* in respect of which a record suspension was granted or issued, I will be requested to provide fingerprints to confirm that record and that record may be provided by the Commissioner of the Royal Canadian Mounted Police to the Solicitor General of Canada, who may then disclose all or part of the information contained in that record to a police service or other authorized body. That police service or authorized body will then disclose that information to me. If I further consent in writing to disclosure of that information to the person or organization referred to above that requested the verification, that information will be disclosed to that person or organization.

I hereby release and discharge the Brantford Police Service and all members and employees of the said Service from any and all actions, claims and demands for damages, loss or injury howsoever arising which may hereafter be sustained by myself as a result of the disclosure of information by the Police Service. I hereby authorize the Brantford Police Service to inquire into and disclose the results of any police records indicating criminal convictions, findings of guilt, conditional and absolute discharges, outstanding criminal charges and to conduct a local police contact search with any Police Service in Canada.

I certify the information provided by me in this application is true and correct to the best of my knowledge and belief. I have read this consent, understand it and agree to it in its entirety.

I hereby consent to a search being made in the automated criminal records retrieval system maintained by the Royal Canadian Mounted Police to find out if I have been convicted of, and been granted a record suspension for, any of the sexual offences listed in Schedule 2 of the *Criminal Records Act*.

Applicant's Signature X _____

DATE OF REQUEST (YY/MM/DD)

UNIT 3. RESULTS – POLICE USE ONLY – One Box Must be Checked for Each Section

1. CRIMINAL DISPOSITION				
NEGATIVE		Based solely on the name(s) and date of birth provided, a search of the RCMP National Repository of Criminal Records did NOT identify any records with the name(s) and date of birth of the applicant. Positive confirmation a criminal record does or does not exist at the RCMP National Repository of Criminal Records can only be confirmed by FINGERPRINT comparison. Delays do exist between a conviction being rendered in court, and the details being accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records.		
Fingerprints not Checked				
NEGATIVE		Based on the fingerprints, name(s), and date of birth submitted by the applicant, this message certifies a search of the RCMP National Repository of Criminal Records did NOT identify any records. Delays do exist between a conviction being rendered in court, and the details being accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records.		
Fingerprints Checked				
CRIMINAL DISPOSITIONS		Based on the fingerprints, name(s), and date of birth submitted by the applicant, this message certifies a search of the RCMP National Repository of Criminal Records identified the fingerprints submitted by the applicant were certified as identical to fingerprints registered under a known criminal FPS Number. Delays do exist between a conviction being rendered in court, and the details being accessible on the RCMP National Repository of Criminal Records. Not all offences are reported to the RCMP National Repository of Criminal Records. Note: This box can also be checked if the applicant has local summary convictions not confirmed by fingerprints.		
Fingerprint Based				
Name Based				
2. INVESTIGATIVE DATABANK AND LOCAL INDICES			3. VULNERABLE SECTOR SCREENING	
No information was revealed that can be disclosed in accordance with federal laws and RCMP policies. Supplementary Information - see attached page(s) for details			A search of sex offenders with a record suspension was conducted. No information to release. A search of sex offenders with a record suspension was conducted. Information authorized for release – See attached page(s) for details.	
Date Fingerprinted (YY/MM/DD)	Date of Search (YY/MM/DD)	Queried By:	Completed By:	
Mail Pick Up	Date of Completion (YY/MM/DD)		Number of Pages	

SCREENING INSTRUCTIONS – POLICE INFORMATION / POLICE VULNERABLE SECTOR CHECK

The Police Vulnerable Sector Check will include the following information, as it exists on the date of the search:

- (a) Criminal convictions from CPIC and/or local databases
- (b) Summary convictions from the City of Brantford after November 17, 2005.
- (c) Findings of Guilt under the Youth Criminal Justice Act within the applicable disclosure period,
- (d) Outstanding entries, such as charges and warrants, judicial orders, Peace Bonds, Probation and Prohibition Orders,
- (e) Absolute and conditional discharges.
- (f) In exceptional cases, where it meets the Public Safety Assessment, non-conviction dispositions including, but not limited to, Dismissed, Not Guilty, Stayed, Withdrawn.
- (g) Not Criminally Responsible by Reason of Mental Disorder, and
- (h) All record suspensions as authorized for release by the Minister of Public Safety.

The Police Vulnerable Sector Check WILL NOT include:

- (a) Summary convictions from another jurisdiction that do not reside on CPIC,
- (b) Convictions under provincial statutes,
- (c) Local police contact,
- (d) Ministry of Transportation information (PARIS),
- (e) Special Interest Police (SIP) category of CPIC,
- (f) Family Court Restraining Orders,
- (g) Foreign information,
- (h) Any reference to incidents involving mental health contact,
- (i) Diversions,
- (j) Youth Criminal Justice Act (YCJA) information beyond the applicable disclosure period, and
- (k) Any reference to contagious diseases.

PROCEDURE

1. This form must not be altered. Unauthorized altering of the form is not permitted and may result in criminal charges.
2. Two pieces of identification are required. One piece of identification must be government issued and include: **your name, date of birth, signature, and photograph**. If you are unable to produce satisfactory identification you will be required to submit fingerprints (additional costs may apply). The following is a list of items considered acceptable forms of identification.

<p>Photo Identification: which provides photo and both the name and date of birth of an individual:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Driver's Licence <input type="checkbox"/> Passport <input type="checkbox"/> Age of Majority Card <input type="checkbox"/> Canadian Citizenship Card <input type="checkbox"/> Firearms Licence (FAC, PAL or POL) <input type="checkbox"/> Free And Secure Trade (FAST) Card <input type="checkbox"/> Government Employment Card <input type="checkbox"/> Health Card <input type="checkbox"/> Immigration Papers with Photo <input type="checkbox"/> Indian Status Card <input type="checkbox"/> Military Employment Card <input type="checkbox"/> NEXUS Card <input type="checkbox"/> Ontario Photo Card <input type="checkbox"/> Permanent Resident Card <input type="checkbox"/> Student Card 	<p>Non-Photo Identification: which provides both the name and date of birth of an individual:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Birth Certificate <input type="checkbox"/> Baptismal Certificate <input type="checkbox"/> Canadian Blood Donor Card <input type="checkbox"/> Fishing Licence <input type="checkbox"/> Hospital Card <input type="checkbox"/> Hunting Licence <input type="checkbox"/> Immigration Papers <input type="checkbox"/> Outdoors Card <ul style="list-style-type: none"> • Recent Utility Bill required to verify current Brantford address if no driver's licence is available. • People under 16 can provide school ID, bus pass and/or their parent can provide verification.
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3. You will be advised to submit fingerprints if your date of birth matches a person listed as a pardoned sex offender or if your name and date of birth matches a person with convictions in order to proceed with this application. Additional fingerprinting fees may apply.

Personal information contained on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act, s.28(2), s.32(b) and the Police Services Act, s.41 for the purpose of processing this record check. Questions concerning this collection can be directed to the Brantford Police Service, Records Branch.

Please visit our Website at www.brantfordpolice.ca or call 519-756-7050 ext. 3336 for more information.