



Criminal Record Check

The *Criminal Record Review Act* ensures that people who work with or may potentially have unsupervised access to children or vulnerable adults undergo a criminal record check by the Criminal Records Review Program (CRRP).

A person whose criminal record suggests they present a risk of physical or sexual abuse to children or a risk of physical, sexual or financial abuse to vulnerable adults will not have access to these groups.

Who Must Be Checked

You must have a criminal record review conducted by the Criminal Record Review Program (CRRP) every 5 years if you:

- Work with children or vulnerable adults, or
- Have actual or potential unsupervised access to children or vulnerable adults during your employment, occupation or education.

This includes all employees and volunteers in the K-12 sector, including:

- Teachers
- Non-teaching staff in schools such as custodians, bus drivers, building maintenance and administrative support
- Education Assistants and early childhood educators

Checks are used to verify if an individual has a record suspension (formerly pardon) for sex offences or any other convictions under statutes such as the Criminal Code of Canada and the Narcotics Control Act. Checks are made of national data bases maintained by the RCMP and local police records where the applicant lives.

Process

A RCMP Police Information Check document is completed and provided to the local detachment. The RCMP will conduct name based checks of all of data bases. In some cases the applicant will be required to submit fingerprints for identity confirmation. If your date of birth and gender match that of a person listed in the pardoned sex offender list, fingerprints are required to determine identity. A potential match can in nearly all cases be ruled out by a fingerprint comparison.



The use of fingerprints ensures the accuracy of the identification process. The fingerprints are only used by the RCMP to confirm your identity. After that process is completed, they are destroyed.
They are not kept nor searched for other purposes.