Thank you very much for your interest in coaching or volunteering with Mt Douglas Athletics. Our school’s athletics program is built on the hard work of our volunteers and we are extremely grateful for your service. Before you start to serve with our teams, we do require a valid criminal record check for all volunteers (including coaches).

Please click on the following link and complete the form: <https://justice.gov.bc.ca/criminalrecordcheck> You will need a BC Services Card number to submit it, as well as our school’s access code number which is UB3HNCV24A.

Please email Mt Douglas Athletic Director Chris Ball ([cball@sd61.bc.ca](mailto:cball@sd61.bc.ca)) when you have submitted this document. If you already have a valid Criminal Record Check with another organization, you do not need to submit this form. Please provide a copy or photo of your current CRC, and please make sure it shows the expiration date (typically 5 years from the time it was processed).

**\*PLEASE NOTE THAT YOU ARE NOT ABLE TO VOLUNTEER WITH MT. DOUGLAS TEAMS IN ANY CAPACITY UNTIL A VALID CRIMINAL RECORD CHECK HAS BEEN EMAILED TO THE ATHLETIC DIRECTOR OR YOU HAVE INFORMED THE ATHLETIC DIRECTOR THAT YOU HAVE COMPLETED THE ONLINE C.R.C. LINK, AND YOU’VE RECEIVED AN EMAIL FROM THE ATHLETIC DIRECTOR ALLOWING YOU TO START VOLUNTEERING WITH THE SCHOOL TEAM(S)\***

If you are a volunteer coach, we require 3 additional things:

1. All coaches must read and agree to abide by the BC School Sports Code of Conduct for Coaches. <https://www.bcschoolsports.ca/coaching/bc-school-sports-coaching-code-conduct-0> Once you have read this document, please email Chris Ball ([cball@sd61.bc.ca](mailto:cball@sd61.bc.ca)) that you have read the Code of Conduct and that you agree to abide by it all times when coaching at Mt. Douglas
2. BC School Sports requires that all coaches complete the CATT concussion training module. The module can be accessed here: <https://www.bcschoolsports.ca/news/catt-concussion-mandate-training-forms> Once you’ve received your certificate, please email a photo of your screen showing the certificate to Chris Ball ([cball@sd61.bc.ca](mailto:cball@sd61.bc.ca)). Estimated time to complete the course is 30 to 60 minutes.
3. School District 61 requires that all coaches complete the Safesport training module. The module can be accessed here **https://thelocker.coach.ca/account/login?ReturnUrl=%2fonlinelearning#SS** Once you’ve completed the course, please email a photo of your screen showing your completed module to Chris Ball (cball@sd61.bc.ca). Estimated time to complete the course is 30 to 60 minutes.

\***PLEASE NOTE THAT YOU ARE NOT ABLE TO COACH WITH MT. DOUGLAS TEAMS UNTIL YOU’VE COMPLETED THE CRIMINAL RECORD CHECK PROCESS ABOVE AS WELL AS THE 3 ADDITIONAL ITEMS FOR COACHES SPECIFICALLY, AND YOU’VE RECEIVED AN EMAIL FROM THE ATHLETIC DIRECTOR ALLOWING YOU TO START VOLUNTEERING WITH THE SCHOOL TEAM(S)\***

Once again, thank you for your willingness to volunteer with our students, it is greatly appreciated.

Sincerely, Chris Ball – Mt. Douglas Athletic Director