



Jaffray Alliance Church

Vulnerable Sector Check for Young Life Ministry Workers

For a Toronto Resident

Jaffray has enrolled in the **Police Reference Check Program** with the Toronto Police Services. A copy of the *Memorandum of Understanding* can be made to you upon request. Please follow the steps below:

1. Read the *Information about the Vulnerable Sector Screening* on the [Toronto Police Services website](#).
2. Fill out the *Consent to Disclosure of Personal Information* form in KidZone and return it to the secured mail slot at the Promiseland Resource Room (B11). Alternatively, you can obtain a copy from the church office administrator during office hours and return to the administrator. (Monday - Friday, 10-4pm).¹

Be sure the form is:

- a. Signed by a witness
- b. Attached with certified cheque or money order payment to Toronto Police Service. Be sure to check the [prices](#) before issuing the cheque. Note: There is a difference in price between an employee and a volunteer!
3. **The results will be mailed DIRECTLY to YOU (the applicant). It is then up to you to disclose the information to the church. Failure to disclose the results will be adequate grounds for Jaffray to deny you from any ministry involving children or youth.**
4. You may deposit the results and the receipt into the mail slot on the Promiseland Resource Room door (B11) or mail back to the church (Attention: YLM Vulnerable Sector Check). The cost will be reimbursed to you.

For a York Region Resident

Jaffray has registered with York Regional Police's [Vulnerable Sector Program](#), which is designed to identify people who are considered as risks for working with the vulnerable of society such as the disabled, teenagers, children and the elderly. Please follow these steps:

1. Contact YLM@tjcac.org with your legal first name, middle name, and last name, stating on the subject line: "York Region Vulnerable Sector Program". You will receive a letter issued by Jaffray stating you are an employee or volunteer with Jaffray.
2. With the letter, you may either:
 - a. Go [online](#) and apply for the Police Vulnerable Sector Check (PVSC)

¹ The Toronto Police Services does not allow us to post this form online nor is it available on their website. The paper forms can only be obtained at church.



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- b. Apply in person at the Community Resource Center at 10720 Yonge Street, Richmond Hill. Be sure to bring the [proper identifications and payment](#).
3. If you applied online, you will be notified to pick up the results at the location you designate. If you applied in person, you can pick up the results on the spot. **It is up to you to disclose the information to the church. Failure to disclose the results will be adequate grounds for Jaffray to deny you from any ministry involving children or youth.**
4. Drop off the results along with the payment receipt in the secured mail slot at the Promiseland Resource Room (B11) or mail back to the church (Attention: YLM Vulnerable Sector Check). The cost will be reimbursed to you.

For a Durham Region Resident

Durham region residents can apply for Police Vulnerable Sector Check (**BLUE FORM**) at any Durham Regional Police stations. For more information, click [here](#). The results will be mailed to you in approximately 2 weeks. It is up to you to disclose the information to Jaffray. **Failure to disclose the results will be adequate grounds for Jaffray to deny you from any ministry involving children or youth.** Submit the results and receipts to the secured mail slot at the Promiseland Resource Room (B11) or mail back to the church (Attention: YLM Vulnerable Sector Check). The cost will be reimbursed to you.

If you have any questions, please contact Durham Regional Police at (905) 579-1520.