



Dear Parents,

Beginning in the 2017/2018 school year, Mapleridge Cooperative Preschool will require each parent volunteer to complete a standard Police Information Check. This is an easy process that should only take about 30 minutes and can be completed at your local Calgary Police Service location or online at [www.policeinformationcheck.calgarypolice.ca](http://www.policeinformationcheck.calgarypolice.ca). Please be sure to provide two pieces of government issued ID with you as they are required for your application to be processed.

The Board will provide each parent volunteer with an official letter that will reduce the cost to \$15.00. Please be sure to contact the Vice Chair for your personalized copy of the Volunteer letter.

Mapleridge Cooperative Preschool will accept Police Information Checks that have been completed within the last year for other organizations. We ask that you provide a copy of the original that can be kept in our records.

Please note: if you have applied online you will need to log into your account to print a copy. Online copies that are printed will be watermarked VOID – this is a security measure and will still be accepted.

If you have any questions or concerns, please contact the Board and we will be happy to discuss it with you.

**Calgary Police Locations** - District 6 is located at 8325 Bonaventure Dr SE. or [www.calgary.ca/cps](http://www.calgary.ca/cps) for more locations.

**Cost** - \$15.00 (with Volunteer letter)

\*Please be sure to bring two pieces of government issued ID and one piece must be picture ID.

Thank you,

The MCP Executive Board

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