



## DECLARATION OF CRIMINAL OFFENCE (S)

In support of your application for employment with the Buffalo Trail Public Schools, please complete this form, sign it, and attach it to your application.

Have you ever been convicted, or found guilty, of a Criminal Offence under the Criminal Code of Canada or in any other Country for which a pardon has not been granted?

Please check one: ☐ No ☐ Yes If yes, indicate the charge(s) in the space below:

NATURE OF CONVICTION

DATE OF OFFENCE

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**Please note:** In addition to this declaration, the Buffalo Trail Public Schools requires that as a condition of employment all applicants who are offered employment are required to provide an **original** Criminal Record Check with Vulnerable Sector Check within 30 days of employment to the central office. **DO NOT OBTAIN ONE ON BEHALF OF YOUR APPLICATION UNTIL AN OFFER OF EMPLOYMENT IS MADE BY THE BUFFALO TRAIL PUBLIC SCHOOLS.** The cost of this will be at the applicant's expense.

I certify that all statements, both written and verbal, made in the course of my application for employment are true. I understand that any false statements of material facts may result in my application being rejected or may constitute grounds for dismissal. I acknowledge that my offer of employment is subject to a satisfactory outcome of the Buffalo Public Trail Schools criminal record screening process.

Please Print:

First NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_  
STREET ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_  
PHONE NUMBER: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

The personal information contained on this form is collected under the authority of Section 32 of Alberta's Freedom of Information and Protection of Privacy Act for the purpose of determining your suitability for employment with the Buffalo Trail Public Schools. If you have any questions about this collection, please contact the Buffalo Trail Public Schools, Human Resources, 780-806-2062.

CONFIDENTIAL WHEN COMPLETED