



1 College Way  
Pembroke, Ontario  
K8A 0C8  
613-735-4700

Appendix A

\_\_\_\_\_  
(insert date)

**Dear Police Services:**

**RE: Requesting a Police Records Check with a Vulnerable Sector Screening  
For Student Practicum**

Please be advised that \_\_\_\_\_ is a student in a Health and  
(Student Name)

Community Studies program at Algonquin College Waterfront Campus (Pembroke), and we require a Police Records Check with Vulnerable Sector Screening to be conducted on the above named student. The student will be involved with and /or responsible for children or the vulnerable sector during unpaid program practicums.

Thanking you in advance, should you have any questions or require additional information, please do not hesitate to contact me by phone at: 613.735.4700 ext. 2713 or by email at: rintoua@algonquincollege.com.

Sincerely,

Algonquin College School Stamp

Angela Rintoul RN-EC,BScN,MN-ANP  
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