



# ABERDEEN HALL

## PREPARATORY SCHOOL

### VOLUNTEER REQUIREMENTS

At Aberdeen Hall, we offer many ways to volunteer within our school community. Assisting with the coaching of sports teams and school clubs, the hot lunch program, field trip assistance/chaperone, classroom assistance, participating in a Guild event, driving students to events (both field trips and sports), etc... We appreciate all of our volunteers and the time you give to support our community. Thank you!

Interested in volunteering? All volunteers are required to complete a [Volunteer Code of Conduct Form](#). A Criminal Record Check is also required (you will receive an emailed link to complete the form; there is no charge to you.)

Volunteer drivers must also complete:

1. An [ICBC Personal Driving Record](#)

Follow the instructions and have a copy sent to [jennifer.ferguson@aberdeenhall.com](mailto:jennifer.ferguson@aberdeenhall.com). Once received in office, it will be reviewed - individuals with more than three demerit points in a five year period are unfortunately not permitted to drive Aberdeen Hall students.

2. Provide Proof of Insurance

Aberdeen Hall requires all volunteers driving students to carry a minimum of \$2 million third party liability insurance, and suggest having \$5 million. Aberdeen Hall is able to make a photocopy of your insurance documents at the front office. Proof of Insurance must be updated annually.

3. Provide Proof of Driver's License (*Front & Back Required*)

Aberdeen Hall is able to make photocopies of your license at the front office. Alternatively, a photo of both the front and back of your license is acceptable.

Should you have any questions, please contact [jennifer.ferguson@aberdeenhall.com](mailto:jennifer.ferguson@aberdeenhall.com). Thank you for volunteering at Aberdeen Hall!