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To Whom It May Concern:

RE:

This letter is to confirm that the above-mentioned person is wishing to volunteer their services with a school in Red Deer Catholic Regional Division # 39. As per Division policy, it is now a requirement that all persons working with students within our division must have a Criminal Record Check completed.

Trusting this is in order.

Sincerely,

Mr. Jeff Tuchscherer  
Principal  
École Mother Teresa School  
Red Deer Catholic Regional School Division