



OFFENCE DECLARATION

<i>Family Name</i>	<i>First Name</i>	<i>Middle Name</i>	<i>Date of Birth</i>		
			yyyy	mm	dd
<i>Position (Job Title)</i>		<i>Location</i>	<i>Employee No</i>		

I DECLARE that: *(check one)*

I have **no** convictions under the *Criminal Code of any countries* up to and including the date of this declaration for which a pardon has not been issued or granted under the *Criminal Records Act (any countries)*.

OR

I have the following convictions for offences under the *Criminal Code of any countries* for which a pardon under the *Criminal Records Act (any countries)* has not been issued or granted.

List of Offences

1. a) Date: _____
- b) Court Location: _____
- c) Conviction: _____

2. a) Date: _____
- b) Court Location: _____
- c) Conviction: _____

3. a) Date: _____
- b) Court Location: _____
- c) Conviction: _____

(Use additional page if necessary)

Dated at _____ this _____ day of _____/20_____.

I hereby give the Toronto District School Board (the "TDSB") permission to collect personal information and share this information as appropriate with its staff and the Canadian International School System. Information collected or maintained by the TDSB for the purposes of providing services and fulfilling its obligations pursuant to this Consent is subject to the provisions of the Municipal Freedom of Information and Protection of Privacy Act (R.S.O. 1990 c.M.56). Personal information collected or maintained by the TDSB for the purposes of providing services and fulfilling its obligations pursuant to this Consent shall be treated as confidential and not disclosed to any person except in accordance with the applicable law.

Signature _____



INSTRUCTIONS

1. To be completed annually by all Board employees before assuming assignment in September.
2. Employees are to complete all areas and sign (in ink).
3. Instructions for completing this form:
 - a) If you currently have convictions, please note them in the space provided.
 - b) Fill in the current date at the bottom of the form.
 - c) Sign in space provided.
 - d) Forward this completed form to the Human Resources Department in a sealed envelope marked “CONFIDENTIAL”.