

Date:

To Whom It May Concern:

Students completing a PPL field placement course at Durham College of Applied Arts & Technology are required to complete **unpaid** field placement hours in a program-related setting.

These students will be in a position of trust and/or authority assisting children, seniors and/or community members with physical and/or intellectual exceptionalities.

Student's duties in any of the listed programs include frontline/direct interaction with clientele working in direct 1:1 peer capacity with vulnerable person(s).

Students may attend placements in, but not limited to, social services agencies, daycare centres, elementary and secondary schools, school libraries, hospitals, long term care and/or correctional facilities.

In compliance with the Ministry of Training, Colleges and Universities, our students registered in a field placement are covered with comprehensive liability insurance for the duration of their field placement.

Please complete a Criminal Reference Check with a Vulnerable Sector Screen for the following student:

Full Name		Date of Birth (DD/MM/YYYY):	
Full Mailing address			

This student is enrolled in the following program (check one), containing one or more required placements:

- | | |
|---|---|
| <input type="checkbox"/> Child Development Practitioner Field Placement | <input type="checkbox"/> Mental Health Nursing Field Placement |
| <input type="checkbox"/> Early Childhood Education Field Placement | <input type="checkbox"/> Palliative Care Field Placement |
| <input type="checkbox"/> ECE Resource Consultant Field Placement | <input type="checkbox"/> Library Technician Field Placement – in a Public or Private School setting. |
| <input type="checkbox"/> Educational Support Field Placement | (Confirmed agency details must be provided by the student to the police service, including: Name, address, phone number and email address for agency supervisor. Additional details may be required depending on the police service's protocols.) |
| <input type="checkbox"/> Social Services Worker Field Placement | |

At the time of this request, the student has confirmed the host agency: Yes No

Sincerely,



Laurel Kimball, Field Placement Officer
Professional and Part-Time Learning

P: 905-721-2000 x 2260

Field Placement website: www.durhamcollege.ca/ppl/fieldplacement