



Lunch Supervisor Application

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|--|------------|--------------------------|-------|--|
| Name: | | | | |
| | (First) | (Last) | | |
| Address: | | | City: | |
| Postal Code: | | | | |
| Home Phone: | | Cell Phone: | | |
| Date of Birth: | | Email: | | |
| | (mm/dd/yy) | Social Insurance Number: | | |
| <p>If the SIN card begins with "9" or has an expiry date, you must also submit a copy of the SIN card and work permit. Only fill out SIN if you wish to be paid as a supervisor. Volunteers may leave this blank.</p> | | | | |

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|--|--|
| In which grade(s) would you prefer to supervise? | |
| On which day(s) would you prefer to supervise? | |
| On which day are you available to begin working as a lunch supervisor? | |

References:

| | | | | |
|----------------|---------|--------|--------|--|
| Name: | | | | |
| | (First) | (Last) | | |
| Email Address: | | | Phone: | |

| | | | | |
|----------------|---------|--------|--------|--|
| Name: | | | | |
| | (First) | (Last) | | |
| Email Address: | | | Phone: | |

Other Requirements:

All lunch supervisors are required to produce the following documents:

- **Criminal Record Check from within the last 3 years.**
Please provide within 30 days of your commencement of employment. See your local police or [Criminal Record Check Information Link](#) for details.
- **Child Intervention Record Check**
Please provide within 30 days of your commencement of employment. A list of offices in the Edmonton area at which a Child Intervention Record Check can be obtained is available at: [Public Services - Child Intervention Record Check Link](#)
- **Volunteer Registration and Confidentiality Undertaking Form**
The form can be found [here](#) on the school website.
- **Void Cheque or Direct Deposit Form (only filled out if you wish to be paid)**
Lunch supervisors are paid on a monthly basis with timesheet cutoff on the 15th of each month. Payments are made via direct deposit utilizing the online platform Plooto to transfer the funds. Direct deposit forms are typically available through banking websites.

Signature: _____

Date: _____