



# British Columbia Christian Academy

1019 Fernwood Avenue  
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## Mission Statement

To assist the family  
by providing a  
Christ-centered,  
Bible-based education  
that inspires each student  
to pursue excellence in  
moral character, spiritual  
growth, academics,  
fine arts,  
physical fitness  
and service to others.

Dear Parents/ Guardians:

## Important information regarding Criminal Record check (CRC) for school volunteers, field-trips or chaperones at BCCA.

Parent volunteers play an integral role in providing valuable assistance to our school staff and to our programs. While welcoming volunteers to participate, BCCA is responsible for ensuring a safe and secure environment for all students and families. Therefore we are asking all volunteers to submit to a Criminal Records Check (CRC) that can be done online and is absolutely free.

Please follow instructions as listed below:

- 1) Go to the online link at <https://justice.gov.bc.ca/eCRC/>
- 2) Enter access code provided : A5EUZWR9VE
- 3) Click “REQUEST NEW BACKGROUND CHECK”
- 4) Fill out your information
- 5) You will be given the option to print your session ID and keep for your records

Please allow 7-10 business days for processing. Once complete, the results will be provided directly to BCCA. Should you have any concerns or questions regarding the above information, please contact the school office at 604-941-8426.

All Criminal background checks are kept confidential.

Thank you

Rosie Shen  
Business Administrator