



École Steffie Woima Elementary School
4720 – 45 Ave.
Sylvan Lake, Alberta, T4S 1A5
Phone: (403)887-3088/Fax: (403)887-4731
Chinook's Edge Regional Division #73



"We Are All Stars"

**ALL NEW EMPLOYEES AND CERTAIN
VOLUNTEERS NOW REQUIRE BOTH A
CRIMINAL RECORD CHECK
&
CHILD INTERVENTION RECORD CHECK**

1. To acquire a Criminal Record Check, applicant must get a signed letter from the school (CESD form letter) and take this letter into the RCMP detachment. The CRC will then be completed for them.
2. How to go about getting the Child Intervention Record Check:

Handled by: Central Alberta Child & Family Services
#108, 4920 – 51 Street (Provincial Building)
Red Deer, Alberta 403-340-5400
OFFICE HOURS: 8:15 AM – 4:30 PM

Applicant must go into the office and fill out the Record Check. Applicant needs to have a photo ID with them, and if they take in a stamped, self-addressed envelope, family services will mail the results directly back to them.