



Peterborough
Girls Hockey
Association

To: Whom it May Concern

Date: _____

This letter is to confirm that _____ will be volunteering with the Peterborough Girls Hockey Association (PGHA), a member association of the Ontario Women's Hockey Association (OWHA) for the 2025 - 2026 hockey season as a:

Coach Assistant Coach Trainer Manager Parent Volunteer Board Member

The role of _____ is a direct position of trust and authority involving regular, close, and direct contact with children and other vulnerable persons. This role is not limited to being in the vicinity of minors and involves active caregiving, supervision, and decision-making responsibility.

In this position, the volunteer will have direct 1:1 and group interactions with players and will be responsible for duties including, but not limited to:

- Acting as a primary liaison between players, parents/guardians, coaches, PGHA
- Providing direct supervision and care of minor hockey players during practices, games, tournaments, team events, and travel
- Having 1:1 and group interactions with players, both on and off the ice
- Being present in dressing rooms and other restricted team spaces
- Managing attendance, team logistics, safety procedures, and emergency contacts
- Exercising authority and responsibility for player welfare and team operations

This position requires ongoing, direct, and sometimes unsupervised contact with vulnerable persons, placing the volunteer in a position of trust and authority as defined by the Criminal Records Act and OWHA screening policies.

All volunteer roles with the Peterborough Girls Hockey Association are unpaid. In accordance with Ontario Women's Hockey Association, Hockey Canada, and PGHA policies, a Criminal Record and including a Vulnerable Sector Check is mandatory for this role.

Should further information or clarification be required, please do not hesitate to contact us.

Sincerely,

Erin Johnson

Erin Johnson, President

Peterborough Girls Hockey Association



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