



**Carleton Place Girls Hockey Association**

**July 2024**

To Whom it May Concern:

The Carleton Place Girls Hockey Association is a place where girls ranging from age 4 to 20 foster a love of sport and develop community values.

We are a completely volunteer run association that interacts with the girls in numerous ways. The positions can range from executive members, coaches, trainers, team managers, on ice helpers, and dressing room monitors to name a few.

Due to this our volunteers require a Police Record Check with Vulnerable Sector Screening performed to ensure the girls are in a safe environment.

This is to confirm that \_\_\_\_\_ is a volunteer with our association and will be conducting the following activities:

**Position Title:** Den Mother

**Overview:** Serve as a supervisor within the locker room before, during and after practices and games

**Responsibilities:**

- Serve as the official spokesperson on behalf of the team
- Coordinate the delegation of responsibilities to the assistant coach and manager
- Plan on and off-ice activities in consultation with the assistant coach
- Design the practice plans in consultation with the assistant coach
- Coach the team in all games and practices
- Establish rules for the team and oversee the supervision of the players

Regards,

A handwritten signature in blue ink, appearing to read "Daniel Cole", is positioned below the "Regards," text.

Daniel Cole

Director of Risk and Discipline

**Carleton Place Cyclones**

**riskanddiscipline@cpgha.ca**