



Windham Ridge Public School

32 Red Cardinal Trail, Richmond Hill ON L4E 3Y4

Tel.: 905-773-5443 Fax: 905-773-3451

Date: _____

To whom it may concern,

This letter confirms that _____ is being considered for an unpaid volunteer position at Windham Ridge P.S. during this school year.

The person named above will be in a position of trust and/or responsibility and will have direct contact with children or vulnerable sector persons.

For questions or concerns, please don't hesitate to contact us at the school.

Thank you

Sincerely,

Vittoria Leone

Principal
Windham Ridge PS