

Appendix A: Information Sharing with Law Enforcement – Reporting Log (Confidential)

This form is to be completed by site or district administration following non-emergency disclosure of personal information to police. Submit this form to the District Vice-principal Safe and Caring Schools.

Date of Disclosure: _____

School / Site: _____

Role Authorizing Disclosure:

Principal Vice-Principal District VP Superintendent / Designate

Nature of Incident (check all that apply):

- Immediate safety concern
- Violence Threat and Risk Assessment (VTRA)
- Child protection
- Non-emergency police assistance
- Other (briefly describe): _____

Type of Information Shared (check all that apply):

- Safety-related concern
- Contextual wellbeing information
- Attendance or supervision context
- Other (briefly describe): _____

Legal Authority Relied Upon:

- FOIPPA s.33
- FOIPPA s.33.1
- FOIPPA s.33.2
- Child, Family and Community Service Act
- Other statutory authority: _____

Disclosure Type:

Emergency Non-Emergency

Completed by (role only): _____

Date: _____