

Wellesley & District Cooperative Preschool
157 David Street Wellesley Mennonite Church
Wellesley, Ontario, NOB 2T0
519-919-2907
supervisor@wellesleycooperativepreschool.com



August 17, 2026

To Whom It May Concern,

Please accept this letter as confirmation that _____ has been accepted to serve as an unpaid volunteer at Wellesley and District Cooperative Preschool.

Position Details

Title/Role: Preschool Classroom Volunteer

Duties/Responsibilities: The volunteer will have direct and regular interaction with preschool children between the ages of 2 and 5 years in the preschool classroom. Duties include assisting with classroom activities, snack time and supervised play. The volunteer will assist children both individually and in a group setting.

Compensation: This is strictly an unpaid volunteer position.

Because this role involves direct and regular interaction with young children and places the volunteer in a position of trust with vulnerable persons, we respectfully request that a **Vulnerable Sector Check (VSC)** be processed for this applicant for the purpose of volunteering with our preschool.

Sincerely,

A handwritten signature in black ink that reads "Jenna Burgers". The signature is written in a cursive style with a large, stylized 'J' and 'B'.

Jenna Burgers
Preschool President
Wellesley and District Cooperative Preschool