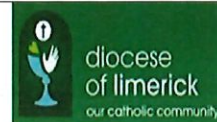


## Creating and Maintaining Safe Environments

### Application and Joint Consent Form

### The Ministry of Altar Server



The Diocese of Limerick values and encourages the participation of children in the life of the Church and is committed to best practice, which protects children from harm and abuse. As staff, volunteers, clergy and religious in this Diocese, we accept and recognise our responsibilities to develop an awareness of the issues which cause children harm. If you have concerns about any church activity, please contact the Director of Safeguarding for the Diocese, Mr Ger Crowley, Diocesan Centre, St. Munchins, Corbally Limerick, T: 061 350000. 087-3233564 or at [ger.crowley@limerickdiocese.org](mailto:ger.crowley@limerickdiocese.org)

<b>Name of Parish</b>					
<b>First Name and Surname of child / young Person</b>		<b>Gender</b> Tick as appropriate	<b>Male</b>	<b>Female</b>	
<b>Home Address</b>					
<b>Date of Birth</b>		<b>School Attending</b>		<b>Class</b>	

<b>Name of Parent / Guardian</b>					
<b>Home Telephone No</b>		<b>Mobile Telephone No.</b>		<b>E Mail</b>	

#### *Give details of any medical condition*

Please include details of any medication which has to be taken or any dietary requirements. Please ensure that your child has any medication he or she might require and knows how to administer same. This information will be treated with confidence.

**Details:**

**In the event of a medical emergency** - In the event of illness or an accident, I give permission for medical treatment to be administered to my child, where considered necessary, by a suitably qualified medical practitioner and/or hospital. I understand that every effort will be made to contact me as soon as possible. In an emergency I can be contacted at the telephone numbers provided above.

**Signed** \_\_\_\_\_

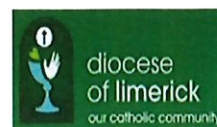
<b>My Child does</b>	<input type="checkbox"/>	<b>Does not</b>	<input type="checkbox"/>	<b>have permission to walk home alone from the church</b>
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Parents are reminded to drop off or collect children and young people promptly from all activities. Only those with signed permission will be allowed to leave unaccompanied.

## Creating and Maintaining Safe Environments

### Form for Special Events

### Altar Servers Consent Form



1. Name of Parish:	<b>5. Code of Behaviour – Special Events</b> Children and Young People should treat each other, their leaders and their surroundings with care and respect. Bullying will not be tolerated and should be reported to the leader in charge. If leaders and parents have other agreed guidelines for special events they should be attached and all young people should be made aware of them prior to the event.
2. Name of Child/Young Person:	
Address:	
Date of Birth	
Parent / Guardian Name:	<b>6. Safeguarding</b> The Diocese of Limerick values and encourages the participation of children in the life of the Church and is committed to best practice, which protects children from harm and abuse. Staff, volunteers, clergy and religious in this Diocese accept and recognise our responsibilities to develop awareness of the issues which cause children harm. <b>For more information please visit our website</b> <a href="http://www.limerickdiocesessafeguarding.com/">http://www.limerickdiocesessafeguarding.com/</a> <b>If you have concerns about any church activity please contact the Diocesan Director for Safeguarding Children, Mr Ger Crowley, Diocesan Centre, St. Munchins, Corbally Limerick, at 061 350000 or 087-3233564</b> <a href="mailto:ger.crowley@limerickdiocese.org">ger.crowley@limerickdiocese.org</a>
Telephone Contact Home:	
Telephone Contact Mobile:	
3. Give details of any dietary / medical condition of which the Organisers ought to be aware, please include details of any medication which has to be taken or any allergies. (This information will be treated with confidence).	
4. In the event of an emergency I authorise the administration of any medication which has been prescribed by a medical professional.	<b>7. Photography</b> – From time to time we may use photographs of young people in promotional material and on our website. If you would prefer us not to use photographs of your child please advise us of this decision. <b>Webcams</b> - Services may be broadcast which may include images of your child. If you have any concerns regarding these images please advise us.
Signed: (parent/guardian)	<b>8. I give permission for my son/daughter to take part in this special event</b>  Signed: (parent/guardian) Date:

**Data protection:** This form will be held on file, in accordance with the data protection policy of the Diocese of Limerick. The data entered will be used only for the purpose indicated on the form. It may only be accessed by those with responsibility for managing records or group activities.

#### Special Event (Parents should keep this information)

Nature of Special Event (e.g. Day Trip): \_\_\_\_\_

Activities that will be undertaken: \_\_\_\_\_

Young people will need to bring: \_\_\_\_\_

Date: \_\_\_\_\_ Venue: \_\_\_\_\_ Cost (if applicable): \_\_\_\_\_

Drop off and Collection point / time: \_\_\_\_\_

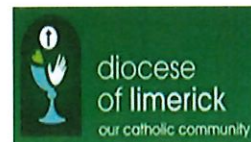
Leader in Charge of Event: \_\_\_\_\_ Phone Contact: \_\_\_\_\_

## Creating and Maintaining Safe Environments

## Complaints form of the Diocese of Limerick

**(for Safeguarding Concerns that are not Allegations of Abuse)**

(1.7A Template 1 NBSCCCI)



All complaints arising during a Church-related activity (with the exception of complaints about child abuse) should attempt to be resolved by discussion between the parties involved. If this is not possible, this form should be completed and sent to [chancellery@limerickdiocese.org](mailto:chancellery@limerickdiocese.org)

Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_ Telephone number \_\_\_\_\_

**Details of complaint** (continue on separate sheet if necessary).

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be a standard notebook page.

Signature \_\_\_\_\_

Date \_\_\_\_\_