Standard 1 Creating and Maintaining Safe Environments

Appendix 8

General Church Ministry Form (to be completed by Adult Volunteers)



Application	Declaration
Name Church Organisation / Parish:	The welfare of children and vulnerable people is the paramount
	consideration for the Church.
Full Name of applicant:	Therefore, it is essential that everyone working or volunteering for the Church, signs this form and commits to complying with
Date of Birth:	the Diocesan Safeguarding Policy and Procedures.
Address:	Do you have any prosecutions pending or have you ever been convicted of a criminal offence or been the subject of a Caution or of a Bound over Order?
Tel Home: Tel Mobile: Email Address:	Please tick either YES □ or NO □ If yes, please state below the nature and date(s) of the offences(s)
Type of Ministry you would like to be involved in?	
Type of Willistry you would like to be involved in:	Date of offence:
Sacristan - Eucharistic Minister - Reader Choir Leader - Altar Servers - Sacramental Preparation	Nature of offence:
Other volunteer activity - (e.g. Church cleaning)	Date of offence:
	Nature of offence:
Any ministry involving children or vulnerable persons requires Vetting and Training	
Details of Two Referees who are not related to you: Referee No 1: Name: Address:	Have you ever been the subject of disciplinary procedures or been asked to leave employment or voluntary activity due to inappropriate behaviour towards a child or vulnerable person? Please tick either YES □ or NO □ If yes, please give details including date(s) below:
Tel: Email	
Referee No 2: Name: Address:	Any surname previously known by: Declaration: I understand that, if it is found that I have withheld information or included any false or misleading information
	above, I may be removed from my post without notice. I
Tel: Email	understand that the information will be kept securely by the
The person named on this form is known to me and I believe they have the requisite skills and experience to fulfil this role. This person is a member in good standing of this parish and I have no hesitation in recommending them to undertake this role.	Church organisation. I hereby declare the information I have provided is accurate I undertake to report any safeguarding concerns that come to my attention
Signed: PP/CC	Signed:
If the applicant is unknown to the PP / CC then Photo ID must be requested	
	Date:

Code of Behaviour

It is important for all employees and volunteers and others in contact with children and vulnerable persons to:

Treat all children and vulnerable persons with respect and dignity;

Treat all children and vulnerable persons equally;

Model positive, appropriate behaviour to all children and vulnerable persons we come into contact with;

Be aware of the Church's child protection and safeguarding policy;

Challenge and report abuse and potentially abusive behaviour;

Develop a culture of openness, honesty and safety;

Develop a culture where children and vulnerable persons have permission to tell and to talk about any concern or worries that they may have;

Respect each child's and vulnerable person's boundaries and support them to develop their own understanding and sense of their rights;

Be aware of their responsibility for the safety of all children and vulnerable person in their care;

Work in open environment;

Help children to know what they can do if they have a problem;

Avoid being alone with children.

Adults must never

Form Received By:

Hit or otherwise physically assault or abuse children or vulnerable persons;

Develop sexual relationships with children or vulnerable persons;

Develop relationships with children or vulnerable persons that could in any way be deemed exploitative or abusive;

Act in any way that may be abusive or may place a child or vulnerable person at risk of abuse;

Use language, make suggestions or offer advice that is inappropriate, offensive or abusive;

Do things for a child or vulnerable person of a personal nature that they can do for themselves;

Condone or participate in behaviour that is illegal, unsafe or abusive;

Act in any way that is intended to intimidate, shame, humiliate, belittle or degrade;

Engage in discriminatory behaviour or language in relation to race, culture, age, gender, disability, religion, sexual orientation or political views;

Consume alcohol, tobacco or illegal drugs while having responsibility for or in the presence of children or vulnerable persons.

Safeguarding Policy and Procedures Detailed Guidance on Safe Practice available on the Limerick Diocesan Safeguarding Website.

I confirm that I have read and understand the code of behaviour and I agree to abide by the Safeguarding Policies

and Procedures of the Diocese of Limerick.

Signed: Print Name: Date:

OFFICE USE ONLY

Date: