

– VOLUNTEERS AGED BETWEEN 13-17 IN CHILD-RELATED MINISTRY

Personal Details

Title:		Gender:	M / F	Date of Birth:	/	/
Surname:						
Christian names:						
Address:						
Phone:	H:					M:
Email:						
Position applied for:						
Parish:						

Safe Ministry Training

Date of training: Exp Date:

Trained by: Place:

To the Applicant

Thank you for volunteering for a ministry role in child-related ministry within your church or church organisation.

The Anglican Church is committed to doing everything we can to ensure that our churches and church organisations are safe for all who participate in church activities—including our volunteers. That is why we require everyone who has a ministry role within the church to meet specific standards of personal conduct.

These standards are explained in *Faithfulness in Service* which is found on the Diocesan Website at

<http://www.armidaleanglicandiocese.com/>

To help us meet our commitment to safe ministry, we ask everyone who wants to be involved in ministry to children and young people to answer some important questions. That's the purpose of this form.

Some of the questions are personal and sensitive. We are not asking you these questions because we think you've done anything wrong. We ask them because they are part of a process that will help ensure our churches are safe.

Privacy

This application is confidential.

It will be retained in a secure place by the parish or church organisation in which you are intending to exercise a voluntary ministry. Except as may be required by law, or by church processes, the information you supply will be used only for screening and church processes involving disciplinary action, or assessment of suitability for ministry. If required by law, the information you supply will be made available to the applicable authority.

About this form

This form must be completed when a person is going to undertake pastoral ministry that involves direct, regular and not incidental contact with children.

'Ministry to children' and 'pastoral ministry' are defined in the *Safe Ministry to Children Canon 2017*. Pastoral ministry with children includes:

- giving spiritual advice and support, education, counselling, medical care, and assistance in times of need that involves direct, regular and not incidental contact with children;
- participating in overnight activities such as camps;
- having close personal contact with children such as changing clothes, washing and toileting.

Roles involving pastoral care include Sunday School teacher, holiday program leader, youth leader, camp helper, overnight activity leader, regular creche assistant, music team leader, worship leader.

Completing the form

1. Complete all sections.
2. Answer the questions below honestly. Where required, circle the appropriate response.
3. If you answer 'Yes' to certain questions we may have to ask you for more information. But that doesn't necessarily mean that you can't be a volunteer. If there is insufficient space on the form to provide relevant details, please attach a separate page and clearly identify the question your information relates to.
4. Sign your initials at the bottom of every page and sign your full signature at the end of the form.
5. If you are under 16, your parent or guardian must also initial each page and sign at the end.

Confirming your identity:

Please attach to this form a clear copy of ONE of the following:

A national police history check, a working with vulnerable people check, your current Australian driver's licence; your birth certificate; a current Australian passport; an Australian citizenship document or Australian immigration papers; a current student identity card from an educational institution; or equivalent form of identification.

Suitability for ministry

Please answer the questions below by circling either "YES" or "NO" for each question

If the answer to any of the following questions is "yes" (other than the first part of Questions 4 and 5), please give details on a separate page if necessary. NOTE: A 'yes' answer will not automatically rule an applicant out of selection.

If you are not sure what is meant by a particular word, please consult your parents or another responsible adult.

1. Do you have any health condition(s), which may affect your work with children or young people? Yes / No
2. Have you ever been charged with a criminal offence in Australia or any other country? Yes / No
'Charged' means that the police or other government authority has accused you in writing of committing a criminal offence. Getting a parking or speeding fine is not a criminal offence.
3. Have you ever been convicted of a criminal offence in Australia or in any other country? Yes / No

4. Have you ever applied for a working with children check or a working with vulnerable people check? Yes / No
- 4a) If YES, did the authority to which you applied refuse to issue the check? Yes / No
- If NO to 4a, was your working with children check or a working with vulnerable people check ever cancelled, revoked or suspended? Yes / No
5. Have you ever had a driver's licence Yes / No
- If YES, has your licence ever been revoked or suspended? Yes / No
6. Have you ever had a court order issued against you as a result of someone accusing you of violence, abuse, likely harm, harassment or stalking? Yes / No
7. Have you ever done anything which could result in a person accusing you of child abuse? Yes / No
- A 'child' is a person under the age of 18. Child abuse includes: harassment, physical bullying, verbal bullying and cyberbullying; and touching a child in a sexual way with or without their consent.
8. Have you ever produced sexual images of another person under the age of 18? Yes / No
9. Have you ever engaged in sexting? 'Sexting' means requesting, sharing, sending or posting online explicit sexual photos, messages or videos. Yes / No
10. Does your current use of alcohol or other mind-altering or addictive substances adversely affect or impair your ministry, personal wellbeing or relationships? Yes / No
11. Have you ever used illegal drugs Yes / No

Record of Christian Church Membership and ministry *(if in the congregation less than 3 years)*

In the table below, please list all churches, parishes or congregations, and, if appropriate, church and para-church organisations (such as Scripture Union groups, Crusaders) where you have undertaken ministry as a voluntary worker. We will ask you to authorise them to tell us what they know that's relevant to our assessment of your suitability for ministry in the church.

Church Name	Location	Duration	Positions Held

Character References *(if you have been at your church less than 3 years)*

Please provide details below of two (2) referees. In this context, a 'referee' is someone over 18 years of age who is able to give a report on your good character and suitability for ministry among children and young people.

A referee may be a parent or other responsible adult, such as a church leader, teacher or employer, or someone who has known you for longer than one year. Only one referee can be closely related to you.

We will contact your referees to tell us what they know that's relevant to our assessment of your suitability to be a voluntary church worker.

Referee 1:

Name

Address

Phone numbers Home: Mobile:.....

Email

Referee 2:

Name

Address

Phone numbers Home: Mobile:.....

Email

Statements

Authority for information

I hereby authorise:

- *the Anglican Church and its delegates to contact and exchange information with the church organisations, churches, parishes or congregations in the section Record of Christian Church Membership and Ministry;*
- *every one of these bodies to provide to the Anglican Church and its delegates any information they may have that is relevant to assessing whether I am a suitable person to undertake ministry in the Church; and*
- *my referees to provide to the Anglican Church and its delegates any information relevant to my application for appointment as a voluntary church worker.*

Release from Liability

I hereby release from liability any person or organisation that provides information relevant to the assessment of my suitability to undertake ministry in the Church.

I also agree to release the Anglican Church and its delegates from any and all liability as it relates to any investigation by them regarding the information contained in this application, or any action by them as a result of such investigation.

Acknowledgement

I understand that any intentional error or omission in the information in this application may prevent me from undertaking voluntary ministry with children in the Church.

Declaration by the applicant

I, _____ (full name)

of _____ (full address)

do solemnly and sincerely declare that the information I have provided in this application and the information contained in any documents accompanying this application are true and correct to the best of my knowledge and belief.

Signature of applicant _____

Date _____

If you are under 16 years of age, either a parent or guardian must sign below.

Declaration by parent or guardian

To the best of my knowledge, the information in this application form is correct.

Signature of parent or guardian _____

Date _____

Note: Please seek legal advice if you are uncertain about signing this document.

Office Use Only:

	<i>Date</i>	<i>By Whom</i>	<i>Comments</i>
<i>Questionnaire received</i>			
<i>Questionnaire reviewed</i>			
<i>References checked</i>			
<i>Recommended for approval</i>			
<i>Approved</i>			