

**CONFIDENTIAL**

**DIOCESE OF BRISTOL**  
 ..... **PARISH/BENEFACTURE**  
**APPLICATION FORM**

The Parochial Church Council is responsible for all the work undertaken in the name of the Church and for those who carry it out whether paid or voluntary.

In the light of the Home Office recommendations Safe from Harm 1993 PCCs have been asked to request all those who work with children and young people to complete a form indicating their relevant background and past experience. The PCC therefore requests all staff and volunteers to provide the following information.

Full Surname ..... First Name(s)..... Former Name(s) ..... Date of Birth .....
Address ..... ..... Postcode ..... Tel. No. Home ..... Work..... Mobile .....
How long have you resided at this address? ..... <i>If less than 12 months please give the following information</i>
Previous address ..... .....Postcode .....
Church attended ..... Address of church ..... Name of Minister ..... Period of attendance .....
Please give details of any previous experience of looking after or working with children and/or young people ..... ..... ..... ..... ..... .....

Please give details of any qualification or appropriate training

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 .....  
 .....

**REFERENCES**

Please give the name, address and telephone number of two people (not relatives or friends in ..... Parish) who have known you **for at least two years** and are able to provide a personal reference.

Name .....  
 Address .....  
 .....  
 ..... Postcode .....  
 Tel. No: .....

Name .....  
 Address .....  
 .....  
 ..... Postcode .....  
 Tel. No: .....

**CONFIDENTIAL DECLARATION FORM**

Please complete the attached Confidential Declaration form.

Under the terms of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 the age range you will be working with is a 'vulnerable' group and this means that you are exempt from the Act and can be asked to declare any previous criminal convictions including 'spent' convictions. This information can then be used for deciding whether or not you are suitable to work with the age range group. Failure to disclose criminal convictions may result in the termination of your services.

**CRIMINAL RECORDS BUREAU ENHANCED DISCLOSURE**

**In order to work with children and young people an ENHANCED Disclosure through the Diocese must be obtained from the Criminal Records Bureau (CRB).** Please contact the CRB (instruction sheet enclosed,) at the same time as completing this application form.

**Signed** .....

**Date** .....

**Please check that you have completed ALL sections of this form and the Confidential Declaration form and return the forms to .....as soon as possible.**

**DATA PROTECTION**

In order to comply with the Data Protection Act 1998 it is necessary to inform you that the information you provide on this form will be held securely within our recruitment system indefinitely.