

Safer Recruitment Interview Form

Please ensure that this form is talked through, filled in, signed and countersigned before anyone begins to serve in a new role involving children, young people, or vulnerable adults. This is a key element of our safer recruitment process, so thank you very much for taking the time to do this.

Interviewer's name:

Role within church (eg Minister/Elder/Group Leader):

Volunteer's name:

Any previous names:

Date of birth:

Address:

How long have you lived here? (If less than 12 months, what was your previous address and how long did you live there?)

Telephone Number:

E-mail address:

Position volunteered for (please circle as appropriate)

- | | |
|------------------------------|-----------------------------|
| - Creche helper | - Friday Club Leader/helper |
| - Sunday Club leader/helper | - Toast Leader |
| - Lasers leader/helper | - CAMEO helper |
| - HBC leader/helper | - Pastoral Care Team member |
| - Little Seeds Leader/Helper | - Other (please specify) |

Why are you interested in this role?

Do you know of any reason why you should not be working with children or vulnerable adults? Are there any police or employment matters outstanding which could affect your ability to volunteer?

Any previous experience (please make brief notes of any that is relevant, including at any previous churches, any work with children or adults at risk of abuse or neglect, and any relevant qualifications or training you may have undertaken, giving dates where possible):

This role reports to (please note name and position of person concerned):

Have you:

- Discussed the specific Role Description for this role (ideally a separate document) including timings, attendance, leaders meetings, responsibilities, training etc YES/NO
- Completed a Confidential Declaration Form, including providing details of suitable referees we can contact YES/NO
- Been told where the nearest First Aid kit is kept? YES/NO/Not Applicable
- Been told what to do in the event of Fire? YES/NO/Not Applicable

In committing to this role, you are confirming that you:

- Are committed to loving the Lord Jesus and his church, and to walking closely with him
- Recognise that you will be in a position of trust, and that it is your duty to protect children, young people, and vulnerable adults with whom you come into contact.
- Will make every effort to attend on time, whenever agreed/required
- Will attend leaders meetings as required
- Will complete a Confidential Declaration Form when asked
- Will undertake a DBS Check if required (it probably will be)
- Will read annually and abide by the Church of England's Code of Safer Working Practice
- Will undertake any Safeguarding Training that may be required (including the Basic Awareness online course asap, assuming you are over 16)
- Will meet any other requirements of the role as set out in the specific job description

Any **Safeguarding concerns** to be raised promptly with one of:

- Theresa Swan (Church Safeguarding Officer)
- David Horrocks (Staff Team Safeguarding Lead)
- Piers Bickersteth (Minister of Church at the Green)

Signatures

Volunteer:

Date:

Interviewer:

Date:

Countersignature:

Date:

Print name:

Role within church

Minister/Elder/other (please specify)

Thank you again for filling out this form. Once it is completed and countersigned, please make sure that it is passed to Abby Paine (Church Safeguarding Officer) or David Horrocks (Staff Team Safeguarding Lead). It will be kept securely at the Church Office in accordance with Diocesan guidance.