

Please give details of any relevant qualification or appropriate training

Rehabilitation of Offenders Act 1974

* Because of the nature of the work for which you are applying, this post is exempt from the provision of Section 4(2) of the Rehabilitation of Offenders Act 1974, by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975, and you are therefore not entitled to withhold information about convictions or cautions which for other purposes are 'spent' under the provision of the Act.

If you have previous convictions or cautions details of these will be made available through the Disclosure process provided by the Criminal Records Bureau in England and Wales and the Central Registered Body in Scotland.

Depending upon the nature of the caution or conviction this will not automatically prevent your service or employment except as follows:

Methodist Standing Order 010 states:

- (2) Subject to the provision of the Rehabilitation of Offenders Act 1974 (or any statutory modification or re-enactment for the time being in force and any regulations and orders made or having effect thereunder)
- (i) no person who has been convicted of or has received a formal caution from the police concerning an offence mentioned in the first Schedule to the Children and Young Persons Act 1933 shall undertake work with children and young persons in the life of the Church. A list of the offences covered is found in the Safeguarding handbook. (The new Schedule 4, Criminal Justice and Court Services Act 2000, also applies here.)

Declaration

I am not aware of any reason why I am not able to undertake the work being asked of me.

Upon receipt of the information about the Disclosure process, I will submit an application for a Disclosure or I will provide evidence of a recent Disclosure issued to me [delete as appropriate]

Signed

Date

Have you successfully completed one of the following training programmes?

Kaleidoscope Yes/No

Spectrum Yes/No

Are you prepared to undertake appropriate training? Yes/No

(Note: If you decline to undertake training the Church Council will be entitled to withdraw your authority to work with children and young people.)

For new workers only

Two references. Please give the name, address, telephone number and position or relationship of two people who know you well.

For Church Council use

What training is now required?

Kaleidoscope

Spectrum

Further (please give details)

Contact your Training and Development Officer or District Training Secretary for details of training opportunities. Your Minister or Circuit Steward will be able to provide their contact details.

Volunteer agreement

Under Home Office Guidelines this form should be completed for all workers with children and young people. If the role changes substantially a new form should be completed. Copies should be retained by the worker, the Secretary to the Church Council (or other responsible body) and the person to whom the worker is responsible.

Church

To be completed on behalf of the Church Council (or other body)

Name of worker

Name of group (e.g. Junior Church)

Where/when they meet

Person to whom responsible (e.g. Youth Group Leader)

Age range

Work to be undertaken

Group to whom responsible (e.g. Church Council)

Signed (on behalf of the Church Council or other body)

To be completed by the worker with children/young people

I have understood the nature of the work I am to do with children/young people. I have read the guidelines produced by the Church for safeguarding children and young people. I understand that it is my duty to protect the children and young people with whom I come into contact. I know what action to take if abuse is discovered or disclosed.

Signed:

Date: