## Job Description Role:

## Group: Workforce (Child/Adult):

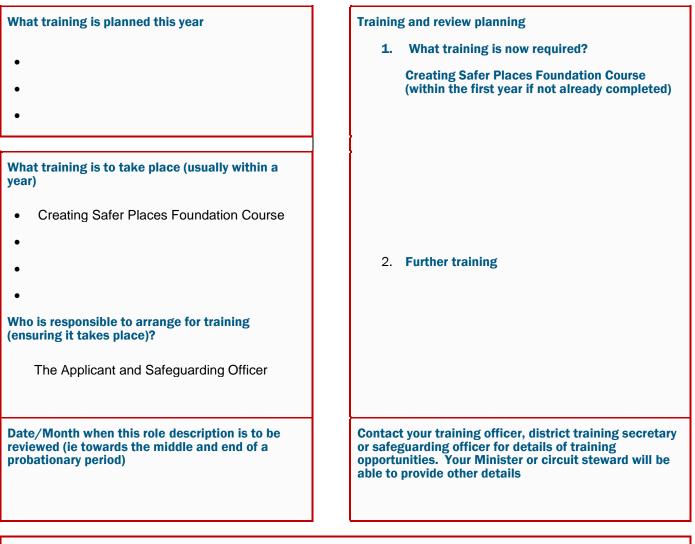
Church Councils must agree duties and conditions with each volunteer. Complete the form for each group you wish the volunteer to work with. This agreement should also be reviewed at least annually. Copies should be held by the group leader, the safeguarding officer and the volunteer

Church LOUGHTON METHODIST Name	<ul> <li>Safeguarding Requirements (Delete as appropriate)</li> <li>Application Form (FC2)</li> <li>Personal Declaration (FC3)</li> <li>Certificate from the Declaration and Barring System</li> <li>Volunteer Safeguarding Declaration</li> <li>Clearance from the Churches Agency for Safeguarding</li> </ul>
Name of group/club (eg Junior Church/luncheon club for disabled people	Duties and Responsibilities (5-10 points)
Location	
Day and Time	
Frequency	
Age range of children and young people under 18 and description of vulnerabilities	
Person to who directly responsible/supervising (eg youth leader / church community worker / Minister)	
The appointing Body to whom the group is responsible (eg Church Council) CHURCH COUNCIL	

## RECRUITING SAFELY Safeguarding Form FC1

Note:

Group 1: Must have DBS and Barring check Group 2: Must have DBS check Group 3: No checks



Signed in behalf on the Church Council or other appointing body

To be completed by the applicant with Children / Young people / adults

I have understand the nature of the work I am to do. I know that I will be required to read the Church Safeguarding Policy and undertake training produced by the Church for safeguarding children and young people and adults who may be vulnerable. I understand that it is my duty to protect children, young people and adults who may be vulnerable with whom I come into contact.

Signed:

Date:

A COPY OF THIS FORM WILL BE RETAINED IN A SECURE AND CONFIDENTIAL MANNER BY THE METHODIST CHURCH