

Safe Ministry Screening Questionnaire



For those aged under 18 years serving as a volunteer or junior volunteer/helper

NOTE:

This is a sensitive document that must be stored in a confidential manner accessible only by a limited number of authorised persons.

Personal Details

Surname: _____

Given names: _____

Previous names (if applicable): _____

Date of birth: _____

Gender: _____

Address: _____

Phone: _____

Email: _____

List any health conditions we should know about:

Parent/Guardian Name: _____

Parent/Guardian Phone: _____

Questionnaire

Check either “YES” or “NO” for each of the following questions. If you answer “yes” to any of the following questions, please give details on a separate page or discuss with the Senior Pastor. A ‘yes’ answer will not automatically rule an applicant out of selection.

Note that, if you disclose any potentially criminal actions, the church may need to report this information to the police or other relevant government authorities.

- | | | |
|--|-----|----|
| 1. Have you ever been charged with and/or convicted of a criminal offence? | Yes | No |
| 2. Have you had a history of alcohol abuse or substance abuse (including prescription, over-the-counter, recreational or illegal drugs)? | Yes | No |
| 3. To your knowledge, have there ever been any allegations made against you regarding any abuse of a child, physical abuse or sexual misconduct? | Yes | No |

Referees

Please provide details of two referees who are over 18 years of age and able to give a verbal report on your character and suitability for ministry. Referees may be part of the church.

Referee #1

Name: _____

Phone: _____

Referee #2

Name: _____

Phone: _____

Churches You Have Attended Regularly in the Past 3 Years

Church #1

Church name: _____

Location: _____

Attended from (month/year): _____

Attended until (month/year): _____

Any positions held:

Church #2

Church name: _____

Location: _____

Attended from (month/year): _____

Attended until (month/year): _____

Any positions held:

Church #3

Church name: _____

Location: _____

Attended from (month/year): _____

Attended until (month/year): _____

Any positions held:

Declaration & Consent

I, _____ sincerely declare that:
Applicant's Name

- The information I have provided in this application is true and correct to the best of my knowledge and belief.
- I understand that if I provide false or misleading information or withhold relevant information from this questionnaire, the church leadership may determine that I am unsuitable to serve in any role in the church.
- I have received a copy of the *Code of Conduct* and am willing to uphold it.

I also consent to the information contained in this application, including any subsequent pages, to be kept by the Church. I understand that this information will be kept in a confidential file and used only for screening purposes.

Applicant's Signature

Date

Parent/Guardian Signature

Parent/Guardian's Name

Parent/Guardian's Signature

Date

Church Use Only

Parental consent obtained by: _____ on: _____

CSS training undertaken (for 16/17 year olds in non-junior roles) on: _____

Signed code of conduct received by: _____ on: _____

Entered into Safe Church Register by: _____ on: _____

Interview led by: _____ on: _____

Referee checks conducted by: _____ on: _____

Volunteer endorsement* by: _____ on: _____

Induction led by: _____ on: _____

* Volunteers must be endorsed by a member of pastoral staff, governance group or Safe Church Team.

Full records of the above processes (including interview notes, referee check comments and induction content) should be kept in the relevant staff and volunteer admin file.