

Processing Applications

Volunteers: In anticipation of forthcoming changes and increased demands, all DBS applications will be processed by our Parish Safeguarding Representatives in the presbytery office, either at the time of interview (if it is a parish appointment) or after interviews (SVP). In both situations, it is planned that all appointments will be allocated a time on Tuesdays - daytime or evening.

Please remember – when coming to process your DBS application you **must** bring with you all forms – **completed and signed** and your **original identification** (the Confirmation of Identification Form gives exact details of what is needed). If you don't do this your application will not be able to be processed at that appointment.

Group Leaders: For further information please contact our safeguarding representatives: contact details at top of newsletter. All volunteer application forms are on the safeguarding page of the parish website. Please download appropriate forms as needed. Application forms, Confirmation of ID, Self-Declaration forms and Reference Request forms. If you click on each link you will see that there is a number of documents containing important information which each applicant should have. Please ensure that applicants understand the nature and use of each document and complete any appropriate forms (prior to the appointment) and bring the completed forms and original ID documents to the safeguarding appointment.

Thank you all for volunteering

George and Carol

Parish Safeguarding Reps

Updated 12th March 2014