



VOLUNTEER INFORMATION FORM (CHILD)

The Diocese of Calgary is dedicated to strengthening its parish communities. It is the policy of the Diocese for its parishes to screen all Parish Volunteer Ministry Positions and to conduct appropriate Volunteer Screening Practices.

Child's Name: _____ Date of Birth: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Parent's Phone: (Home) _____ (Work) _____ (Cell) _____

Parent's Email: _____

PARENTS: May we have your permission to use your email address to communicate information with you (your email will not be shared with any other person or place)? ☐ Yes ☐ No

Which Sunday Mass does your family regularly attend (*please choose only one*)?

- | | | |
|---|---|--|
| <input type="checkbox"/> 5:00pm (Sat) Assumption | <input type="checkbox"/> 9:00am (Sun) Assumption | <input type="checkbox"/> 6:00pm (Sun) Assumption |
| <input type="checkbox"/> 7:00pm (Sat) St. Basil's | <input type="checkbox"/> 7:30am (Sun) St. Basil's | <input type="checkbox"/> 11:00am (Sun) St. Basil's |

PLEASE PROVIDE A CONTACT IN CASE OF AN EMERGENCY

Name: _____

Home Phone: _____ Other Phone: _____

Relationship to applicant: _____

How long has your family been members of the All Saint's Parish community?

Please identify the Ministry position(s) for which your child is applying/considering or in which he/she is currently involved:

If this ministry is not available, would your child consider a different ministry? ☐ Yes ☐ No

If yes, which other ministries might interest your child?

I give permission for my child to volunteer with the above requested ministry.

I certify that the information provided on this Volunteer Information Form is true and complete. I understand that this information will remain confidential and is the property of the Diocese. As well, I understand that my name and phone number will be given to the appropriate Ministry Coordinator/Leader so that he/she may contact me.

I understand that I must agree to the Diocesan Code of Pastoral Conduct and Accountability for Children and take my child's volunteer commitment seriously. I understand that failure to comply with my child's volunteer responsibilities will result in a range of actions from retaining/orienting, reassigning to a more suitable position, suspension, termination or legal action depending on the degree of seriousness or impact. I understand that these policies and procedures are subject to change and that I can access the "Strengthening Our Parish Communities" core standards on the Diocesan website at www.calgarydiocese.ca.

Parent's Signature

Parent's Printed Name

Date

Code of Pastoral Conduct and Accountability For Children

The Diocese of Calgary requires completion of this form for children under ten (10) years of age who will volunteer with the parish. The Diocese, along with your parish thank you for your offer of service. It is a privilege to carry on the mission of Jesus Christ; one that no one should take lightly. As a minor, it is important that you follow certain rules and guidelines, both for your protection and for the protection of those to whom you minister. The Diocese and your parish take the issue of misconduct very seriously. Any instances of misconduct will be evaluated carefully, and it is very important that you report any instances of misconduct or concern that you see to the adult in charge of your area of service.

General Conduct for Child Volunteers

1. Attend as scheduled and be punctual; notify the necessary person of anticipated or unforeseen absences.
2. Perform duties and responsibilities safely and effectively.
3. Be courteous and cooperative in your relations with other parishioners and with those whom they serve.
4. Do not use inappropriate language or jokes when volunteering for your ministry. Avoid using sarcasm. Never make fun of or put down anyone.
5. You have a position of responsibility within your parish. In this position you are a role model for the parish. Strive to always live up to the expectations of trust that have been placed in you.
6. Be both physically and mentally present while you are volunteering for your ministry. Do not use your cell phone or other electronics unless it is an emergency.
7. Avoid situations where you are alone with an adult or another child at church activities.
8. When on an outing or field trip with the parish, there must be two or more children or adults present at all times.
9. If you suspect that a child is being harmed physically, emotionally, or sexually, report this to the adult in charge of your area of service immediately.
10. Never give or accept gifts from anyone unless approved by your supervisor.

The parish is grateful for the service that you provide and wants to help you provide it in a manner that is safe for you and the people you serve. Whenever you have questions or whenever you are uncertain about what is required, ask the adult supervisor with whom you volunteer.

Agreement to the Code of Conduct for Children

- I promise to follow faithfully the rules and guidelines in the Diocese of Calgary's *Code of Conduct and Accountability for Children* as a condition of my providing services to the parish.
- I understand that any action inconsistent with this Code or any failure to act mandated by the Code may result in my removal from my position of volunteering with the parish.
- I further understand that I may, as a condition of continuing in my position, be required to participate in education and training provided by the parish or Diocese.

Printed Name of Child

Date of Birth (YYYY/MM/DD)

Phone Number

Signature of Child

I am the parent/legal guardian of _____. I have received and support the Diocese of Calgary's *Code of Conduct and Accountability for Children* and have reviewed it with my son/daughter. I understand that the parish has a responsibility to provide a safe environment for all its young people. I understand that my son/daughter will need to receive training to qualify to perform the service that is assigned. I certify that I am not aware of any problem with or past conduct on the part of my child which indicates, to any degree, that my child may pose a risk of harm to himself/herself or to others with whom my child may interact as a volunteer with the Diocese. I understand that the Diocese retains the right, in its sole discretion, to determine whether my child may perform service for the Diocese.

Printed Name of Parent/Guardian

Signature of Parent/Guardian

Date

Phone Number

Emergency Contact for Youth Volunteer/Worker

Phone Number