

Form B: Staff and Volunteer Self-Declaration Form

CONFIDENTIAL

**Hong Kong Sheng Kung Hui
Safeguarding Policy
Staff and Volunteer Self-Declaration Form**

(CONFIDENTIAL WHEN COMPLETED)

Note: All applicants for voluntary posts working with children or vulnerable adults and for all paid posts must complete this form and return it to the Vicar (priest-in-charge) of the parish in a sealed envelope. Attach additional paper if necessary.

1. Have you ever abused a child or a vulnerable adult?
 Yes / No (If Yes, please supply details)

2. Have you ever been convicted in a court of law of any inappropriate conduct towards a child or vulnerable adult?
 Yes / No (If Yes, please supply details)

3. Have you ever been warned or cautioned in relation to any inappropriate conduct towards a child or vulnerable adult?
 Yes / No (If Yes, please supply details)

4. Have you ever been accused in relation to any inappropriate conduct towards a child or vulnerable adult?
 Yes / No (If Yes, please supply details)

5. Have you served or worked with children or vulnerable adults in another church or parish or any other organization within the past 5 years?
 Yes / No (If Yes, please supply name(s) and address(es) of the church(es)/parish(es)/organization(s))

CONFIDENTIAL

6. Have you ever been convicted in a court of law of a sexual criminal offence?
 Yes / No (If Yes, please supply details)

I hereby give my consent to the church for contacting the church(es), parish(es) or organization(s) set out in my answer to question 5 above so as to obtain necessary information about myself.

I confirm that the information contained on this form is true and accurate. After I have been appointed as a volunteer or staff, I agree to inform the church if I am charged, cautioned or convicted of any offence that may affect my suitability to continue to work with children or vulnerable adults.

I understand that if I withhold any relevant information, or present false or inaccurate information in this declaration, the church reserves the right to terminate my employment or appointment, as the case may be, with immediate effect.

Parish _____

Name _____

HKID _____

Address _____

Contact Number _____

Signature _____

Date _____

To maintain strict confidentiality of your response after completion, please

1. Email the digital form to **safeguard@standrews.org.hk**, or
2. Send the paper form in postal mail to St Andrew's Safeguarding Officer,
St Andrew's Church, 138 Nathan Road, Tsim Sha Tsui, Kowloon.