

Appendix 1

Thirtyone:eight / Diocese of Peterborough Disclosure Registration Form

Please email the completed form to safeguarding@peterborough-diocese.org.uk

1. Parish/benefice/cluster details

Parish/benefice/cluster Name: _____

Contact Address (this must be the address where contact can be made with the Lead Recruiter and where post can be securely received)

Post code: _____

2. Lead Recruiter Details:

Mr/Mrs/Miss/Ms/Revd/Other: _____ Surname: _____

Forenames: _____ D.O.B: _____

Email: _____ **(An email address is essential)**

Mobile/Telephone No: _____ **(A contact number is essential)**

3. Additional Recruiter Details: (optional)

Additional Recruiter – Full access *(same level of access as the Lead Recruiter)*

Additional Recruiter – ID Checker *(can only view applications requiring an ID check)*

Mr/Mrs/Miss/Ms/Revd/Other: _____ Surname: _____

Forenames: _____ D.O.B: _____

Email: _____ **(An email address is essential)**

Mobile/Telephone No: _____ **(A contact number is essential)**

Registration Form continued...

3. Statement by Benefice/group

This organisation is responsible for appointing individuals that have regular contact with children and/ or vulnerable adults. In registering with the Thirtyone:eight Disclosure Service, we agree to comply with all the requirements contained in the Disclosure and Barring Service Code of Practice and other DBS procedures and processes. In particular, we confirm that we have adopted policies for the recruitment of offenders and safe storage of information in line with DBS expectations. We will not communicate, disclose or make available all or any part of confidential information to any third party.

We confirm that we have read the Thirtyone:eight Statement of Fair Processing and the E-Bulk Recruiter Agreement Form <https://thirtyoneeight.org/statement-of-fair-processing> . We as an organisation agree to abide by the terms and conditions set out in these documents in accordance with the DBS Code of Practice and by UK data protection legislation and GDPR.

We undertake to keep Thirtyone:eight informed of any changes in our organisation, personnel or practices which could materially affect our ability to work within these expectations.

<p>Lead Recruiter Signature:</p> <p>Print name: Date:</p>	<p>Incumbent Signature:</p> <p>Print name: Date:</p>
<p>Additional Recruiter Signature:</p> <p>Print name: Date:</p>	

All signatures must be a true representation of your original signature.