ARMIDALE DISTRICT BAPTIST CHURCH
Sharing Christ's Love in Community

Safe Ministry Screening Questionnaire

Staff and Volunteers Aged 18 Years or Older

Approved: 12 July 2026

Armidale District Baptist Church understands this is a sensitive document and it will be stored in a confidential manner, accessible only by a limited number of authorised persons.

PERSONAL DETAILS	
Surname:	
Given Names	
Previous Name/s (if applicable)	
Date of Birth (date/month/year):	Male / Female:
Address:	
Phone:	Email:
WWCC Number (if required):	Expiry date:
Do you have any health conditions that we should know about?	

Churches you have attended regularly in the past 3 years

Name of Church	**Location**	**When Attended** (Month / Year)	**Any Positions Held**

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Please circle 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 or one of the Elders. (A "yes" answer will not automatically rule an applicant out of selection.)

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

For all Staff and Volunteers:

1. Have you ever been charged with and/or convicted of a criminal offence?	Yes / No
2. As an adult (18 + years) have you ever engaged in any of the following conduct:	
• Sexual contact with someone under your care other than your spouse (e.g., a parishioner, client, patient, student, employee or subordinate)?	Yes / No
• Use, possess, produce or distribute child abuse material?	Yes / No
• Sexual contact with a person under 16 years old	Yes / No
3. To your knowledge, has there ever been any allegations made against you regarding any abuse of a child, physical abuse or sexual misconduct?	Yes / No
4. Have you ever had an apprehended violence order, order for protection or the like issued against you as a result of allegations of violence, abuse, likely harm, harassment, stalking, etc.?	Yes / No
5. Have you had a history of alcohol abuse or substance abuse (including prescription, over-the-counter, recreational or illegal drugs)?	Yes / No
6. (if the ministry role may involve driving) Has your driver's licence ever been revoked or suspended?	Yes / No

For Staff and Volunteers in Pastoral Ministry, leadership or engaged in child-related work or work with vulnerable adults:

7. Have you ever had permission to undertake paid or voluntary work with children or other vulnerable people refused, suspended or withdrawn in Australia or any other country?	Yes / No
8. Has a child or dependent young person in your care ever been removed from your care by relevant authorities?	Yes / No

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Referees

Please provide details for two referees who are over eighteen 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:

Working with Children Check and/or National Police Check

I consent to: * verification of my WWCC number (if required)

* a National Police Check (for paid pastoral staff only)

Consent to Hold Information

I consent to the information contained in this application, including any subsequent pages, to be kept by our church. I understand that this information will be kept in a confidential file for a minimum of 45 years and used only for screening purposes.

Declaration

I, ... sincerely declare that:

- 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 and signed the *2.3 Code of Conduct for Staff and Volunteers*, *2.1 Safe Church Policy* and *2.2 Protective Behaviours Policy* and with God's grace am willing to uphold them.

Applicant's Signature:	Date:

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Church Use Only		
CSS Training Undertaken:	Date online completed:	Date Live completed:
WWCC No. Supplied Yes / NA (circle)	Expiry Date:	
WWCC Verified by: (Name)		
Signed *Code of Conduct* received by: (name)	On (date):	
Entered onto Safe Church Register by: (name)	On (date):	
Interview led by: (name)	On (date):	
Referee Checks conducted by (name)	On (date):	
Volunteer Endorsement* by: (name)	On (date):	
Induction led by: (name)	On (date):	
Notes on Induction:		
** Volunteers must be endorsed by a member of pastoral staff or church leadership.* *Full records of the above processes (including interview notes, referee check comments and induction content) should be kept in the relevant individual's personnel file.*		

"He has shown you, O mortal, what is good.
And what does the Lord require of you? To act justly and to love mercy and to walk humbly with your God."

Micah 6:8

We are a Safe Church
We care!

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