



CLOYNE DIOCESAN SAFEGUARDING CHILDREN COMMITTEE

FREQUENTLY ASKED QUESTIONS

Q. 1. Do all new staff and volunteers have to fill in application forms?

Yes! Recruitment and selection procedures are outlined in Section 3 of the diocesan policy *Safeguarding Children in the Diocese of Cloyne*. Filling an **application form** is just one aspect of best practice in this area. There is also a requirement that applicants must sign a **declaration form** and **provide references**. References must be checked usually by the parish priest or someone delegated by him. It is recommended that the parish priest would not provide a reference if he is the person who is responsible for approving the applicant.

Adherence to Section 3 of the diocesan policy is a requirement for all new staff/volunteers since 2010. It does not apply retrospectively pre 2010.