

Lay Funeral Ministry Course Application Form

Saturdays 12 October 2024, 1 March 2025 and 10 May 2025
Diocesan House, Lady Wootton's Green, Canterbury, CT1 1NQ
Closing Date for applications **9 September 2024**

- Please complete sections A1 - A6 & ensure your incumbent completes sections B1-B3
- Return to Sarah Lucas, Diocesan House, Lady Wootton's Green, Canterbury, CT1 1NQ
During an Interregnum candidates are advised to discuss the options with:
Nigel Collins, Diocesan Lay Ministries Adviser: ncollins@diocant.org

Interview Dates - Dates to be advised

A1 Personal Details

Title: First Name: Surname:

Name to be known by: Address:

..... Postcode:

Tel (Day): Tel (Eve): Mob:

Email: Date of Birth: .../.../.....

Emergency Contact Name and Telephone:

- Please tick if you are happy for your name, telephone and email to be included on a course contact list shared with other participants
- Please tick here if you are happy for us (including other diocesan departments and groups) to contact you with details of further training opportunities and diocesan events.

A2 Personal Requirements

Do you have a physical or other disability / condition which may necessitate special arrangements?
Yes / No (delete as appropriate)

If yes please give details:

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Please give details of any medical conditions, (including prescribed) medication we need to be aware of in case of an emergency:

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Dietary requirements (e.g. Vegetarian, gluten free):

The medical information on this application form is for use by Diocesan training staff and will not be divulged to any other persons with the exception (in the event of an emergency) of authorised medical personnel.

* Decisions on course viability will be taken after the closing date. Applications for viable courses will be accepted after the closing date.

A4 Experience and Training (continued)

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A5 Safeguarding—IMPORTANT

Licensed and PTO Readers: will already have the required checks and training in place and **don't need to take any further action.**

Locally recognised (ALM) Worship Leaders may need to take further action as follows with regards to DBS checks and training:

Disclosure and Barring Service (DBS) - Enhanced Disclosure with barring (children and adults lists) This ministry requires an enhanced DBS (with barring) for both adult and children workforce issued by the Diocese of Canterbury. This means a check against both the adult and children barred lists, **if you do not have this level of check or have less than 1 year before your next renewal date** please carry out a new check with your Parish Disclosure Officer as soon as possible. Further information is available from the Safeguarding Administrator at Diocesan House (01227 459401) or safeguarding@diocant.org

I have a valid (less than 2 years old) enhanced DBS disclosure as required above issued through the diocese (on behalf of your current parish).

Disclosure Date:/...../..... Disclosure Number:

I have applied for a new enhanced DBS disclosure through my parish and will provide the details above once it arrives

Safeguarding Training - Leadership level Lay Funeral Ministry requires officiating ministers to be trained at leadership level, renewable every 3 years. Applicants may start the course with Foundation level training (please send a copy of your certificate with this application) and complete the Leadership module before April 2024(send a copy of the certificate once completed).

No one will be able to start the course without a valid DBS check (at the correct level) or safeguarding training (at least foundation level).

A6 Applicants Signature

Signature:

Name (Printed): Date/...../.....

Please give this application form to your incumbent for them to complete the next section

