

Transporting Children and Youth in a Motor Vehicle

All people who will transport children and/or youth within the scope of a church program are to complete this form. Completed forms should be kept on file in a secure place and should be updated regularly.

Copies of the following should be attached to this form:

- Current Driver's License
- Proof of Insurance (declarations page or ID card with current dates)
- Current Vehicle registration

Name: _____

Address: _____

Home Phone: _____ Work Phone: _____

E-Mail: _____ @ _____

Cellular Phone: _____

Primary Vehicle Make & Model: _____

Year: _____ Color: _____

Secondary Vehicle Make & Model: _____

Year: _____ Color: _____

In transporting children and/or youth, I agree to:

- 1) Obey all traffic regulations, including speed limits and safety restraint requirements
- 2) Transport only the number of passengers that my vehicle is equipped to carry.
- 3) Drive only when I am not under the influence of alcohol or other intoxicating drugs.

Signed: _____

ATTEST STATEMENT

Under penalty of perjury. I swear or affirm that the information given above is true, complete, and correct. I understand and agree that a complete background investigation may be conducted with respect to me, and that this information may be verified by contacting individuals and organizations with whom I have had contact or which may have information concerning me. I hereby release and agree to hold harmless from liability any person or organization that provides such information. I also agree to release and hold harmless the Diocese of El Camino Real and this congregation of _____ their officers, employees, agents, and volunteers.

Applicant's Signature and date signed: _____

Witness' Signature: _____

Person receiving and reviewing this form: _____

Confidential Reference Form

Your name has been given as a reference by _____ who submitted an application to work as an employee or volunteer with one of our youth programs. We would appreciate your completing this form and returning it in the enclosed envelope so that we may make a decision on the applicant's ability to fulfill this commitment. All information will be confidential as specified by law. Thank you.

1. How long have you known the applicant? _____

2. In what capacity have you known the applicant? _____

3. Describe the applicant's reliability and willingness to make a commitment such as this: _____

4. Are you aware of any problems that would limit the applicant's ability to fulfill this obligation? _____ If yes, please explain: _____

5. Are you aware of any problems or concerns that should limit or preclude this individual from working with children? _____ If yes, please explain: _____

6. Would you recommend the applicant for placement in a setting such as ours? _____ Or do you feel the applicant may be more suited for another type of volunteer agency? _____

If so, why? _____

7. Are there any additional comments that you would like to make? _____

Signature: _____ Date: _____

Application for Child/Youth Workers

This application is to be completed by all applicants for any position (volunteer or compensated) involving the supervision or custody of minors. This is being used to help the church provide a safe and secure environment for those children and youth who participate in our programs and use our facilities. Please use separate sheets, if necessary.

Name: _____ Date: _____

Present Address: _____

Home Phone: _____ Mobile Phone: _____

Office Phone: _____ E-mail: _____ @ _____

SS No.: _____ Driver's License: _____

1. What type of children/youth work do you prefer? _____

2. When are you available? _____

3. Minimum length of commitment? _____

4. List the name and location of the educational institutions in which you have been enrolled, include degrees and areas of study: _____

5. List other names used (maiden, former, nickname, AKA's): _____

6. Previous home addresses in the last ten years: _____

7. Name and address of the church where you are a member: _____

8. How long have you been a member? _____

9. Name and address of other churches you have attended regularly during the last five years: _____

10. List all previous church work involving youth (identify church, location, dates, and type of work): _____

11. List any gifts, experience, training, education, or other factors that have prepared you for work with children and/or youth: _____

12. List by name, street address, telephone number, and contact person your employers for the last 10 years: _____

13. Have you had a driver's or other license (e.g. professional) suspended or revoked? ____ If so, give details: _____

14. Have you ever been fined, convicted, or forfeited bail for driving under the influence? _____

If so, give details: _____

15. Have you ever been convicted of child abuse or a crime involving actual or attempted sexual molestation of a minor? _____ If so, please explain: _____

16. Has any charge, claim or complaint ever been made, and sustained, that you engaged in inappropriate sexual behavior? If so, give details: _____

17. Is there any fact or circumstance about you or your background that would call into question the advisability of entrusting you with supervision, guidance and care of young people? ____ If so, please explain: _____

18. Are any particular accommodations necessary to enable you to perform the essential functions of the position? ____

Personal References
(Not former employers or relatives)

1) Name: _____ Phone: _____

Address: _____

2) Name: _____ Phone: _____

Address: _____

3) Name: _____ Phone: _____

Address: _____

Attest Statement

Under penalty of perjury, I swear or affirm that the information given above is true, complete and correct. I understand and agree that a complete background investigation may be conducted with respect to me, and that this information may be verified by contacting personas and organizations with whom I have had contact or which may have information concerning me. I hereby release and agree to hold harmless from liability any person/organization that provides such information. I also agree to release and hold harmless the Diocese of El Camino Real and _____ (name of parish), their officers, employees, agents and volunteers from any and all liability as it relates to any investigation taken by them regarding the information contained in this application, or any action by them as a result of such investigation.

Applicant's Signature _____ Date signed: _____

Witness' Signature _____ Position/Title: _____