

# APPLICATION FORM FOR WORKING WITH MINORS

We at South Church of Lansing are concerned about the safety of our children, and the safety and reputation of our workers. To protect both as much as possible, we screen adults who work with minors. This screening is 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. This form is to be completed by all applicants for any position (volunteer and compensated) involving the supervision or custody of minors. This screening procedure is under the approval of the Board of Deacons of South Church.

**Check appropriate:** I will be working with Nursery (newborn – 2 yr) \_\_\_\_\_, Children (3 yr – 5<sup>th</sup> grade) \_\_\_\_\_ or Teens (6<sup>th</sup> – 12<sup>th</sup> grade) \_\_\_\_\_

## GENERAL INFORMATION

1. Full Name (include middle) \_\_\_\_\_ (maiden \_\_\_\_\_)
2. Address \_\_\_\_\_  
City, State, ZIP \_\_\_\_\_
3. Telephone \_\_\_\_\_

The following information will be kept confidential by us, but is required for the Michigan State Police for a “records check”, which will identify previous criminal convictions.

Alias \_\_\_\_\_ Sex \_\_\_\_\_ Date of birth \_\_\_\_\_  
Race \_\_\_\_\_ Driver’s License Number \_\_\_\_\_

## CHURCH HISTORY AND PRIOR CHILDREN’S/YOUTH WORK

1. Please list previous church work and non-church work involving minors within the past ten years. (Name of organization, location and type or work)
2. Are you a member of South Church? \_\_\_\_\_ If you are a member of another church, please indicate which one. \_\_\_\_\_

## CONFIDENTIAL QUESTIONS – If yes, please explain.

(These will be kept confidential and seen only by the Confidential Records Secretary)

1. Have you ever been charged, convicted or plead guilty to a crime other than a minor traffic offense?
2. Have you ever been convicted of any criminal sexual crime?
3. Have you had any medical condition which might endanger children due to its contagious nature?

By signature I give approval for a current and any future record checks. The above information is accurate to the best of my knowledge. I will update this information if the answers to the confidential questions 1 and 2 should change.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Enclosed is a reference form. Please fill in your name, then have a friend or co-worker fill out the remainder of the form and mail back to us in the enclosed self-addressed envelope.

## REFERENCE LETTER

\_\_\_\_\_ has expressed willingness to serve the Lord in our ministry to children and teens. As a part of a child abuse prevention program we have established, we have asked for references. Please take a moment to answer the following questions, sign the form and return it to us in the enclosed self-addressed envelope.

1. How long have you known this person?
2. What is your relationship to this person? (Friend, co-worker, etc....)
3. Is there any reason why you believe this person should not work with minors? If yes, please explain.
4. Do you have any concerns about this person's behavior or mannerisms in relating to minors? If yes, please explain.
5. Are you aware of this person having been convicted or pleading guilty to child abuse or molestation, or any criminal crime other than a minor traffic conviction? If yes, please explain.

Additional comments:

Name: (please print) \_\_\_\_\_ Date \_\_\_\_\_

Signature: \_\_\_\_\_

Phone: \_\_\_\_\_

Please return in enclosed envelope or to:

South Church  
Attn: Confidential Records  
5250 Cornerstone Dr.  
Lansing, MI 48917-4091