

Funeral and Bereavement Course Application Form

Kennington St Mary's Church Hall, Church Road, Kennington, TN24 9DQ

Closing Date for applications 31 July 2020

- Please complete sections A1 - A7 & 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 postpone their training.**

A1 Preferred Interview Date

10 Sept (1pm-5pm slots) 17 Sept (10am-1pm slots) No preference

A2 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 tutor and student contact list
- 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.

A3 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:

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

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

The medical information on this application form is for use by ALM faculty 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.

A5 Experience and Training (continued)

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A6 Disclosure and Barring Service (DBS) - Enhanced Disclosure

This training requires an enhanced adult workforce disclosure from the DBS which will disclose:

- Details of all convictions, cautions, reprimands and warnings held on the Police National Computer (PNC)
- A check of the Children’s and Vulnerable Adults lists
- Information held by the police which is considered relevant by a chief police officer(s)

It is the responsibility of the parish to ensure that your disclosure is satisfactory. If you do not hold an enhanced disclosure through the diocese that was issued less than 5 years ago, please contact your Parish Disclosure Officer. Further information is available from the DBS helpdesk at Diocesan House (01227 459401)

I have a valid (less than 5 years old) enhanced CRB / DBS disclosure issued through the diocese (on behalf of your current parish).

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

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

Please note a valid DBS disclosure **must** be in place by the start of the course. If you do not possess a current disclosure it is recommended that you apply for one via your Parish Disclosure as soon as possible after you submit your ALM application form . In addition it

A7 Applicants Signature

Signature:

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

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

