Formation & Education

This form is to be renewed every 5 YEARS

Original: To be held in Parish

Copies: 1 copy to be held by SRE Volunteer

1 copy forwarded to the Formation & Education Office

email sregeneral@mn.catholic.org.au

SPECIAL RELIGIOUS EDUCATION AUTHORISATION FORM

NAME OF SRE VOLUNTEER _____

RESPONSIBLE TO PARISH LEADER _____

NAME OF PARISH _____

SCHOOL(S) I WILL BE ATTENDING _____

CONTACT DETAILS

Address _____

_____ Postcode _____

Email _____

Ph/Mob _____

GENERAL CONDITIONS

I agree to carry out my tasks as an SRE volunteer in accordance with the principles and values of the Catholic Church, Diocese of Maitland-Newcastle. I undertake to exercise due care for the safety and behaviour of students when teaching or supervising them. I acknowledge that the teaching given to the students in the SRE classroom shall at all times be of the highest quality possible.

No remuneration is to be paid to me as an SRE volunteer.
Out of pocket expenses may be reimbursed by prior arrangement with my parish leader.

VOLUNTEER TASKS *(as outlined on Authorisation Card)*

I commit myself to:

- Deepen my union with Christ and the Church
- Diligently prepare lessons using approved and authorised by the Bishop curriculum
- Attend SRE classes regularly and punctually
- Cooperate with appointed SRE authorities in both schools and church *(Manager Formation and Education, Parish Leader, SRE Coordinator and/or Deanery Coordinator)*
- Agree to follow Diocesan SRE Code(s) of Conduct and Department of Education NSW Code of Conduct
- Undertake relevant initial and ongoing SRE training including Safeguarding - Child Protection, SRE Policy and procedure, Classroom Management, Curriculum
- To comply with related SRE Policy and Procedures including the SRE Code of Conduct
- To carry my authorisation card when attending SRE lessons and events at the school(s)
- To wear a Parish name badge when attending SRE lessons and events at the school(s)
- To maintain a record of all lessons presented

VOLUNTEER STATEMENT

a. I acknowledge that the Catholic Church has special responsibilities to the students, their parents/carers and to the school authorities because of the opportunities given to the Catholic Church, Diocese of Maitland-Newcastle, to instruct students in Special Religious Education.

b. I agree to carry out those tasks in accordance with the general conditions set out above and any special conditions set out below.

c. I wish to volunteer my services on the above basis to the Catholic Church, Diocese of Maitland-Newcastle, and I acknowledge I am responsible to the parish leader who has responsibility for the school(s) in which I teach.

d. I have read, understood and signed the Diocesan SRE Code of Conduct

e. I understand that should I fail to meet my commitments as set out above I could be asked to withdraw from the ministry of SRE in government schools.

f. If there are any changes in regard to the above, I will notify my Parish Leader, SRE Coordinator and/or Family Ministry Coordinator.

g. I have completed the CCRESS online Child Protection course.

DECLARATION

I have never been convicted of any criminal offence which involves:

- An act of violence towards another person
- Sexual assault
- Any offence against a minor person
- Provision of prohibited drugs
- Child pornography

PRIVACY STATEMENT

The Diocese of Maitland-Newcastle acknowledges and respects the privacy of individuals. Any information provided on this form is to comply with NSW Department of Education (DoE) requirements, record training/course attendance, enable us to provide you with details of the training courses and to inform you of future ministry activities. It will not be used for any other purposes. You will need to advise us if, at any time, you no longer want your details on our database.

Signature of SRE Volunteer: _____ Date_____/ _____ / _____

Signature of Parish Priest/Leader: _____ Date_____/ _____ / _____

Cleared to Volunteer (HR have sent clearance email)

Signature of Parish Secretary/Priest/Leader: _____ Date_____/ _____ / _____

CODE of CONDUCT signoff by SRE Coordinator or Family Ministry Coordinator
(only required for new SRE teachers)

_____   _____   _____
        Name   Signature   Date