PARISH IDENTITY VERIFIER REGISTRATION FORM

*Thirtyone:eight and Disclosure & Barring Service require this form to be completed for each Parish Identity Verifier the Parish Church Council appoints*

Please complete in BLOCK CAPITALS & BLACK INK and return the completed form to Safeguarding Team, The Church of England – Birmingham, The Citadel, 190 Corporation Street, Birmingham B4 6QD. Alternatively, you can scan or take a photo of the signed form and email to [safeguardingsupport@cofebirmingham.com](mailto:safeguardingsupport@cofebirmingham.com)

**1. Parish details**

Parish Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Church Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Post code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tel no: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Parish Identity Verifier Details:**

Mr/Mrs/Miss/Ms/other: \_\_\_\_\_\_\_\_ Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Forenames: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of birth\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Day-time Tel no: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**This is essential and is needed for secure access to the online system.**

Is the above to be the named Lead Parish Verifier (main contact for your parish)? **Yes/No**

(If ‘yes’ should the previous Lead Parish Verifier remain as an

additional Parish Identity Verifier?)  **Yes/No**

Registration Form continued...

**Do not complete – Church of England – Birmingham use only**.

Authorised Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parish Code: 2893A \_\_\_\_\_\_\_\_\_\_

**3. Statement by Parish**

This organisation is responsible for appointing individuals that have regular contact with children and/or adults at risk. In registering with the Thirtyone:eight Disclosure Service, we agree to comply with all the requirements of the Church of England - Birmingham and contained in the Disclosure and Barring Service Code of Practice and other DBS procedures and processes. In particular, we confirm that we have adopted policies for the recruitment of offenders and safe storage of information in line with DBS expectations. We will not communicate, disclose or make available all or any part of confidential information to any third party.

We confirm that we have read the Thirtyone:eight Statement of Fair Processing and the E-Bulk Recruiter Agreement Form (see <https://thirtyoneeight.org/statement-of-fair-processing/>). We as an organisation agree to abide by the terms and conditions set out in these documents in accordance with the DBS Code of Practice and by UK data protection legislation and GDPR.

We undertake to keep Thirtyone:eight and The Church of England- Birmingham informed of any changes in our organisation, personnel or practices which could materially affect our ability to work within these expectations.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parish Identity Verifier

Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parish Priest

Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| **THIRTYONE:EIGHT USE ONLY** |  |
| DATE RECEIVED |  |
| ORG SET UP ON EBULK |  |
| ORGANISATION PASSWORD - BIRMINGHAM2893 |  |
| ID CHECKER SET UP |  |
| APPROVAL EMAIL SENT WITH EVIDENCE |  |
| CHECKER & APPLICANTS GUIDE |  |
| DIOCESE ADVISED |  |
| CHECKED |  |

For further information about how The Church of England - Birmingham stores and processes your information please see our Privacy Notice at <https://www.cofebirmingham.com/privacy-notice.php>. The Church of England – Birmingham will share the information on this form with Thirtyone:eight to enable you to access to the EBulk system for processing Disclosure & Barring Service checks. Further information on how thirtyone:eight stores and processes your information is available at <https://thirtyoneeight.org/statement-of-fair-processing/>