

UCC SafePlace



Upland Community Church (UCC) Children's and Youth Ministry Volunteer & Employee Information UPDATE Form

This Information Update must be completed and turned in **along with a copy of your current photo ID** to your ministry leader every five years by all volunteers and paid staff who are involved in the supervision or custody of minors. It is our desire to provide a safe and secure environment for all children who participate in our programs and use our facilities. This completed form enables thorough screening & record-keeping for the protection of both our children and our volunteers/employees. Your ID may be photocopied at the church office or you may email or text a photo of the front of the ID to your ministry leader or the SafePlace coordinator.

FULL NAME: _____
First Middle Maiden Name (if applicable) Last

Check one: I regularly attend Upland Community Church I DO NOT regularly attend UCC

Area(s) of ministry in which I am volunteering:

- | | | | | |
|--|------------------------------------|--|--|---|
| <input type="checkbox"/> Sunday School | <input type="checkbox"/> BASICS Jr | <input type="checkbox"/> FITS | <input type="checkbox"/> Bible Study
Child Care | <input type="checkbox"/> Mentoring
program |
| <input type="checkbox"/> Junior Church | <input type="checkbox"/> BASICS | <input type="checkbox"/> LIFT | <input type="checkbox"/> After School
program | <input type="checkbox"/> Other:
_____ |
| <input type="checkbox"/> Nursery | <input type="checkbox"/> 6:22 | <input type="checkbox"/> MOPS Child care | | |
| <input type="checkbox"/> Quizzing | <input type="checkbox"/> X-factor | | | |

SECTION 1: PERSONAL INFORMATION

Home (Permanent) Address	Email:
	Phone:
	Date of Birth:
Emergency Contact Name:	Phone:

SECTION 2: TRAINING RECERTIFICATION

Go to <http://www.uplandcc.org/ministries/safeplace-training> to review the online training video, then complete the video response form online to record your viewing. *I have completed the online training video and response form.*

SIGNATURE _____ DATE TRAINING COMPLETED _____

SECTION 3: BACKGROUND INVESTIGATION AUTHORIZATION UPDATE

I authorize Upland Community Church to conduct background investigations, including criminal background checks, child abuse/neglect checks and motor vehicle checks, as deemed necessary by the organization. I understand that my Social Security number is required to initiate such background checks.

SIGNATURE _____ DATE _____

PRIVACY NOTICE: The personal and confidential information provided on this form is taken very seriously and is kept private and confidential. It is used solely for the purposes specified on this form and is shared only with your ministry leader(s). The SSN is used only for background checks; after all checks are completed, the part of the form that includes the SSN is cut off and shredded. The information form, background check and reference documents are stored in a secured cabinet that is available only to the SafePlace Coordinator and certain other staff on a need-to-know basis.

SOCIAL SECURITY NUMBER

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SECTION 4: LEGAL & LIFESTYLE HISTORY

UCC conducts background checks on children’s and youth ministry volunteers. In the last five years (or since your last SafePlace training) have you...

- Been arrested for any reason? NO YES (explain below)
- Been convicted of, or pleaded no contest to, any crime? NO YES (explain below)
- Engaged in or been accused of any type of child molestation, exploitation or abuse? NO YES (explain below)
- Are you aware of having any traits or tendencies that may pose a threat to children,youth or others? NO YES (explain below)
- Are you aware of ANY reason why you should not work with children, youth or others at this time? NO YES (explain below)

Explanations – attach extra page if needed _____

SECTION 5: DRIVER INFORMATION

Driver’s License #	State Issued:
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- Do you have any restrictions on your driver’s license? NO YES (explain below)
- During the past five years have you been involved in any motor vehicle accident(s) while driving? NO YES (explain below)

Please explain any “yes” answers:

Do you carry at least the minimum liability insurance on your motor vehicle? NO YES

**** IF YOU DO NOT CARRY INSURANCE, DO NOT DRIVE FOR UCC IN ANY CAPACITY AS A VOLUNTEER, INCLUDING TRANSPORTING CHILDREN OR YOUTH LOCALLY FOR UCC ACTIVITIES OR EVENTS.**

SECTION 6: POLICY ACKNOWLEDGEMENT

I recognize that Upland Community Church is relying on the accuracy of the information contained herein. Therefore, I attest and affirm that all of the information that I have provided is absolutely true, complete and correct. I agree to abide by the policies of Upland Community Church and refrain from unscriptural conduct in the performance of my service on behalf of the church.

SIGNATURE _____ DATE _____