

LOCAL SOCIAL JUSTICE --- GROUPS AREA LEADERS

29-03-2017



GROUPS AREA LEADERS

Meet with the prospective person/s wanting to start a social action group. Give them guidance where necessary, ask questions and establish what they are trying to achieve with the group.

1. Training

If you think they would be suitable to running a group, please do the training. It is essential that this is done; for the safety of the people going out but also for the reputation of our church. We want the best for all parties involved and the best way we can do that is to inform you as much as possible.

The training manual can be downloaded at hillsong.com/uk/bwc/socialjusticetoolkit

2. Signed Form

Once your leader has completed the training, please get them to sign the form. The form is then given to a staff member or scanned/photographed and upload to: hillsong.com/uk/bwc/socialjusticetoolkit

Alternatively email it to janet.chapman@hillsong.co.uk

3. DBS checks

After the training it will need to be established they need to do a DBS check, please check the resource available on the link that will guide you to know.

DOCUMENTS REQUIRED FOR DBS CHECKS FOR VOLUNTEERING

3 documents must be seen: One document from Group 1 plus any two from Groups 1 or 2 OR 5 documents must be seen from Group 2

List of Valid Identity Documents from Group 1

Passport any nationality

UK Birth Certificate issued within 12 months of date of birth – full or short form acceptable including those issued by UK authorities overseas, such as Embassies, High Commissions and HM Forces.

UK issued Driving Licence A photo card license from England/Wales/Scotland/Northern Ireland/Isle of Man.

EU National Identity Card - EU countries only

HM Forces ID Card (UK)

UK Firearms Licence

Adoption Certificate (UK)

List of Valid Identity Documents from Group 2

Marriage/Civil Partnership Certificate

Financial Statement** e.g. pension, endowment, ISA

Birth Certificate

Vehicle Registration Document (Document V5 old style and V5C new style only)

P45/P60 Statement (UK)**

Mail Order Catalogue Statement*

Bank/Building Society Statement*

Court Claim Form (UK) ** documentation issued by Court Services

Utility Bill* electricity, gas, water, telephone – inc. mobile phone contract/bill

Exam Certificate e.g. GCSE, NVQ, O Levels, Degree

TV Licence**

Addressed Payslip*



Credit Card Statement*

National Insurance Card (UK)

Store Card Statement*

NHS Card (UK)

Mortgage Statement**

Benefit Statement* e.g. Child Allowance, Pension

Insurance Certificate**

Certificate of British Nationality (UK)

Council Tax Statement (UK) **

Work Permit/Visa (UK) **

A document from Central/Local Government/ Government Agency/Local Authority giving entitlement (UK)* eg. Department for Work and Pensions, the Employment Service, Customs & Revenue, Job Centre, Job Centre Plus and Social Security.

One of the following documents from the Borders and Immigration Agency (BIA) (formerly the Immigration and Nationality Directorate – IND) (UK) Do not use more than one of the following documents. Convention Travel Document (CTD), Stateless Person's Document (SPD), Certificate of Identity (CID), Application Registration Card (ARC)

Connexions Card (UK)

CRB Disclosure Certificate**

Letter from a Head Teacher*

* Documentation should be less than three months old.

** Issued within past 12 months

4. Setup group on MyHillsong

