

**Scottish Catholic Safeguarding Service**

**Guidance on the recruitment of young volunteers to assist with the COVID-19 requirements in Churches**

**Introduction**

In response to requests to recruit some younger parishioners as volunteer cleaners in churches, the BCOS Pastoral Ministry Working Group and the Scottish Catholic Safeguarding Service are issuing these notes of guidance. (You should contact the National Safeguarding Coordinator if you have any questions which relate to safeguarding for this role.)

1. **Requirements for recruitment**
* This is a role for any young person aged 16-18.
* The Parish Priest must approve the request.
* Any young person who is barred from volunteering or working with vulnerable groups cannot volunteer.
* There must be a commitment to follow all instructions provided by the parish.
1. **The process**
* A volunteer application form - **Form C** - must be completed by the young person.
* The form must be signed by the Parish Priest who has approved the application.
* The form should be retained in the parish.
* The Parish Safeguarding Coordinator (if active at present) should be informed about those who are volunteering.
1. **The main tasks**
* The specific details of when and how the Church will be cleaned will depend on the decisions made by the Parish Priest in line with all guidance provided by the COVID-19 Working Group.
* It is imperative that the young person follows the instructions provided.
* While either individual young persons or groups can be recruited for this work, no individual young person should be left alone in Church to assist with the cleaning. It is best practice that this task is completed in teams.
* A young person recruited for this role cannot join the Ministry of Welcome until aged 18.