

**ROMAN CATHOLIC ARCHDIOCESE
OF SOUTHWARK
SAFEGUARDING OFFICE**



**St Gabriel's House
Westminster Bridge Road
London
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Email: safeguardingoffice@rcaos.org.uk

Dear Volunteers

To keep our Parishes safe environments for all, it is national policy to complete DBS checks of our volunteers within the Archdiocese of Southwark every three years, in-line with the re-checking programme for Clergy and staff. We would like your support with this project.

Your Parish Safeguarding Representative has been requested to complete these re-checks with your assistance. When requested, please complete the necessary paperwork and supply your identification documents to support and expedite the process.

Archbishop John Wilson and your Parish Priest are aware of the importance of the re-checks and that this programme has commenced. The diocesan safeguarding office are monitoring the re-checks and will be informed if any volunteer refuses to be re-checked so a decision regarding their role can be made.

Thank you for your cooperation in this process and if you have any questions regarding the re-check project, please do not hesitate to get in touch with the safeguarding team.

Thank you

A handwritten signature in black ink, appearing to read 'Mary-Jane Crowley'.

Mary-Jane Crowley
Head of Safeguarding