



Catholic Diocese of Port Pirie



VISITING LAY PERSONS

This form should be completed by all Lay Persons wishing to visit the Diocese for the purpose of conducting spiritual related activities PRIOR to their planned visit. The completed form should be forwarded to:

Diocesan Office profstd@pp.catholic.org.au

OR

via mail to **Port Pirie Diocesan Office, GPO Box 1206, Port Pirie SA 5540**

Lay Person Details

Full Legal Name

Current Organisation

(i.e. the organisation to which you belong or represent)

Email address

Mobile Number

Postal Address

Details of Visit or Appointment

Date(s) of visit

Total Duration of Visit (days)

Parishes/Schools in Diocese of Port Pirie in which services are being provided during visit

Reason for Visit

(e.g. Presiding/Concelebrating Mass, attending/ Presenting at a workshop/conference, Studies/Mission work, Youth Ministry/Retreat)

Statement of Conduct

Must accompany this form

Working With Children Check Details *(copy to be provided)*

State or Territory of issue

WWCC number

WWCC Expiry Date

Do you hold a current South Australian WWCC?

Yes No

(If 'Yes' please provide WWCC number and expiry date)

Please note: In the event that a visit or appointment exceeds 10 consecutive days in a calendar year, a Working with Children Screening in South Australia will need to be undertaken.

FOR SCREENING AND AUTHORITY OFFICE USE ONLY

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|---|--|
| <p>Statement of Conduct</p> | <p><i>Result of Check (tick one)</i></p> <p><input type="checkbox"/> Statement by Conduct received</p> |
| <p>WWC Clearance</p> | <p><input type="checkbox"/> Not Required (visit under 10 consecutive days)</p> <p><input type="checkbox"/> Sighted & verified current check issued interstate</p> <p><input type="checkbox"/> Verified additional SA WWCC</p> <p>WWCC number</p> <p>WWCC Expiry Date</p> |
| | |
| | |
| | |
| <p>SYSTEM UPDATES</p> | |
| <p>Update Register</p> | <p>Date:</p> |
| <p>Notification to SAVA <i>(new appointments only)</i></p> | <p>Date:</p> |