



TRINITY EVANGELICAL LUTHERAN CHURCH AND SCHOOL  
ORLANDO, FLORIDA

## Annual Volunteer Personnel Form Application for Work with Children

This form is an application for a volunteer position within Trinity Lutheran Church & School to work on campus and with children. This form is extensive, but we ask for your help in completing the form in its entirety. Your cooperation will assist church/school leaders in their efforts to provide a secure environment for the children. The completed application and any subsequent information will be kept confidential, although there may be circumstances where such information be provided on a need to know basis to individuals working with Trinity’s ministry.

**Personal Information:** (please print)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Address City State Zip Code

Home Phone: \_\_\_\_\_ Student’s Grade: \_\_\_\_\_

Church Membership: \_\_\_\_\_  
Name Location

Emergency Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

Driver’s License #: \_\_\_\_\_

**Please attach a copy of your driver’s license and proof of auto insurance. (Please note: This information is being requested in the event you volunteer to drive for a field trip.)**

**Questionnaire:**

1. Have you ever been convicted of, or pled guilty or no contest to a criminal offense (felony or misdemeanor other than a minor traffic violation), or are you now under charges for any criminal offense? You will need to answer “Yes” if you have entered into a plea agreement, including a deferred sentence or deferred judgment arrangement, in connection with a criminal charge.  
 Yes  No

**If you have answered “Yes”, please attach an explanation including the nature of offense, date, court where conviction was entered and any other relevant information.**

2. Have you ever been arrested for or charged with a sexual offense, offense relating to children, or crime of violence (that is not covered in question 1 above?)  
 Yes  No

Trinity Lutheran Church & School

**Questionnaire:** (continued)

**If you have been arrested for or charged with such an offense, please attach an explanation, including nature of offense charged, date, law enforcement agency making the charge, and any other relevant information.**

3. Have you ever been reported to a social services agency, law enforcement authority, child abuse registry, or similar organization regarding abuse or misconduct involving children?  
 Yes  No
4. Have you ever been subjected to expulsion, reprimand, or other discipline by a church denomination or other religious organization?  
 Yes  No
5. Have you ever been the subject of a civil lawsuit involving sexual misconduct, sexual harassment, or other immoral behavior or conduct, involving adults or children?  
 Yes  No
6. Have you ever been the subject of any disciplinary action, transfer, or dismissal, or been named as a defendant in a civil or criminal lawsuit, as a result of an accident or mishap involving children?  
 Yes  No
7. Have you ever been subject to an investigation or disciplinary action (including discharge) by a church or school or been asked to step away from work with students or children in any setting, paid or volunteer?  
 Yes  No
8. Is there anything in your past or current life that might adversely affect or be detrimental to the mission of Trinity?  
 Yes  No

**If you answered “Yes” to any of the questions 3-8, please provide the following information for each “Yes” response:**

- a. Date and complete description of the circumstances.
- b. Name and address of the church, school, employee or other organization involved.
- c. Name and telephone number of a person familiar with the circumstances.

**Note: Answering “Yes” to any of the above questions does not necessarily disqualify you from volunteer work at Trinity.**

**I hereby state that all the information that I provide on this form is true and accurate. If any such information is later found to be false in any respect, I may be dismissed.**

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Signature

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Date