



The Boys' Brigade Chaplain Registration Form

The Brigade is the largest Christian uniformed youth organisation and currently operates in over 1400 churches and Christian organisations within the United Kingdom and Republic of Ireland. It is committed to providing a safe environment in which children and young people can develop socially and emotionally towards mature adulthood.

The Chaplain is vital to the success of any BB Company and you will play a pivotal role in ensuring that the Company contributes fully to the youth policy of your Church.

You will have received guidance and information locally and it should be remembered that the Regional and National Headquarters listed below are also there to support you in your role as Chaplain.

Please read through the guidance notes overleaf before completing the form and ensure that all parts are completed in full.

If you have any questions regarding the completion of this form or your registration as a Chaplain in The Boys' Brigade please contact the Membership Team at BB Headquarters as below.

We wish you every blessing and joy in your work with young people and thank you for your ongoing commitment.

Steve Dickinson
Brigade Secretary

Information on The Boys' Brigade

The Object of The Boys' Brigade:

The advancement of Christ's kingdom among boys and the promotion of habits of Obedience, Reverence, Discipline, Self-Respect and all that tends towards a true Christian manliness.

The Motto is '**Sure & Steadfast**' (taken from Hebrews Chapter 6, verse 19)

www.boys-brigade.org.uk

Contact Information and Return Address

Got a question? Contact the Membership Team at BB Headquarters:

☎ 01442 231 681 (Option '4')

✉ membership@boys-brigade.org.uk

Return this form to:

Membership Team, The Boys' Brigade, Felden Lodge, Hemel Hempstead, Hertfordshire, HP3 0BL.

Company Chaplain

Chaplains are key members of the Company Staff. Chaplains normally represent the management body of the Church and, therefore, play a pivotal role in ensuring that the Company contributes fully to the Youth policy of the Church.

A Chaplain is not subject to re-registration and is not required to undertake training, but Chaplains would be welcomed and encouraged to do so. Chaplains are not subject to the annual registration fee.

As a Chaplain you will receive a complimentary copy of the BB Gazette, which is the official quarterly magazine of The Boys' Brigade.

IMPORTANT!

Chaplains who undertake the full range of duties expected of enrolled Leaders, including unsupervised access to Children & Young People should be appointed Lieutenants (complete Registration Form 'LREG1') and will be subject to normal training and re-registration requirements.

Guidance on completion

Please ensure that:

- you use **BLACK** ink only
- you write in **BLOCK CAPITALS**
- ALL writing is within boxes, a continuation sheet (blank A4 sheet attached to the form) should be used if required.
- you complete **ALL boxes** (unless indicated optional)

Guidance to the Applicant:

1. ALL parts of section 1 'About You' MUST be completed.
2. Section 2 'Appointment' MUST be completed. Tick the appropriate box to indicate whether you are a Minister or a Lay Person; and complete the Company name; along with listing any other companies with which you are currently the Chaplain (a form should be completed for each company for which you are Chaplain).
3. Please pass on the form to your Minister/Church Official who should countersign this form on behalf of the Church. Where you are the Minister of the Church, a Church official should sign the 'Church Nomination Section'.

Guidance to the Minister or Church Official (*not the applicant*)

1. Please check that the applicant has completed ALL boxes (unless indicated as optional) in Sections 1 & 2.
2. Please complete section 3 'Church Approval' and Sign & date the form.
6. Please send the form on to BB Headquarters (see address on the front of this form) or return to the Company Captain for them to send on.

Important Notes

1. The Brigade is **registered under the Data Protection Act**. Any leader may request a copy of information held by the Brigade. Please contact BB Headquarters. Information may also be held at Regional, District, Battalion or Company level and is also subject to the requirements of the Data Protection Act. Enquiries should be directed to BB Headquarters.

2. The Brigade **does not permit access to mailing lists** or leaders Information by third parties (except where an authorised service provider to The Boys' Brigade).

Chaplain Registration Form (Company)

HQ Reference

PLEASE READ GUIDANCE NOTES BEFORE COMPLETING THIS FORM
All parts of this form MUST be completed - Use Black Ink & Capital Letters

1 About You TO BE COMPLETED BY APPLICANT

Leader Registration Number (if previously/currently Leader)

Date of birth

D	D	M	M	Y	Y
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Surname

First name(s)

Title	Initials	Honours etc
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address

Town

County

Postcode

Country

<input type="checkbox"/> England	<input type="checkbox"/> Scotland	<input type="checkbox"/> Republic of Ireland
<input type="checkbox"/> Wales	<input type="checkbox"/> Northern Ireland	

Telephone (daytime)

Telephone (evening)

E-mail Address

Details of previous experience in The Boys' Brigade or other Youth Organisations:

2 Appointment TO BE COMPLETED BY APPLICANT

Please tick box as applicable: Minister Lay Person

Specific Position (eg. Minister / Church Secretary)

Company

Please list below any other BB Company of which you are currently the Chaplain:

3 Church Nomination TO BE COMPLETED BY CHURCH

Church name

We consider the applicant to be suitable for appointment as a Chaplain in The Boys' Brigade. This nomination is granted by the Governing Body of the Church (as above).

Disclosure checks for applicants are **MANDATORY** and details completed below.

ENGLAND & WALES AND NORTHERN IRELAND

Please tick ONE box as applicable:

A Disclosure check (DBS/AccessNI) has been received (**within 6 months**), and indicated there is nothing that would deem the applicant unsuitable to work with children and young people.

Disclosure Date of Issue:

Disclosure Number:

A Disclosure application (DBS/AccessNI) has been made and we are awaiting a response. As soon as a response is received, BB Headquarters will be informed accordingly.

Date Disclosure application applied for:

Name of agency undertaking the check:

Already a member of the DBS Update Service

Disclosure Date of Issue:

Disclosure Number:

No Disclosure application (DBS/AccessNI) has been made, BB Headquarters are requested to carryout a check.

SCOTLAND

Please tick ONE box as applicable:

The applicant is already a member of the PVG scheme.

PVG Scheme Number:

The applicant has applied to become a member of the PVG Scheme.

The applicant has previously had a disclosure check undertaken by the Church.

Date Disclosure issued:

Disclosure number:

Signed (by Minister or appropriate Church official - not the applicant)

Print Name:

Position Date

