



# Catholic Archdiocese of Perth

## Safeguarding Personal Declaration



### INFORMATION

By providing this information, I consent to its collection, use and storage to help plan and manage church services and for my safety, in line with legislation, privacy laws and Archdiocesan Policy. Information will only be shared with third parties when necessary for these purposes. If information is not provided, it may limit the ability to offer effective church services or support your involvement.

CLERGY/RELIGIOUS RETURN THIS FORM TO THE OFFICE OF THE VICAR GENERAL.

CHURCH WORKERS (PAID AND UNPAID) RETURN THIS FORM TO YOUR PARISH/AGENCY/OFFICE.

SAFEGUARDING OFFICERS RETURN THIS FORM TO THE SAFEGUARDING PROGRAM OFFICE.

Safeguarding Office: (08) 9221 7762

Email: [safeguarding@perthcatholic.org.au](mailto:safeguarding@perthcatholic.org.au)

Office of the Vicar General: (08) 6104 3600

Email: [ea.vg@perthcatholic.org.au](mailto:ea.vg@perthcatholic.org.au)

### CONFIDENTIAL

Please Tick	<input type="checkbox"/> Clergy/Religious	<input type="checkbox"/> Seminarian	<input type="checkbox"/> Paid	<input type="checkbox"/> Unpaid/Volunteer
Role/s				
Surname		First name/s		
Name previously known by		Date of birth		
Address				
Email				
Mobile		Phone		
Your Diocese/Religious Institute/Parish/Agency/Office Name				
WA Working with Children Card No (If applicable)		Expiry Date		
Other than the Parent or Child Volunteer Exemption, have you been denied a WA WWCC Card?				<input type="checkbox"/> Yes <input type="checkbox"/> No
National Police Clearance No (If applicable)		Issue Date		
ACMR Australian Catholic Ministry Register ID (If applicable)				

Please tick those statements that you are currently able to affirm unconditionally:

- There are currently no complaints of abuse or misconduct against me.
- I am not subject to any past substantiated complaint of abuse or misconduct.
- There are no circumstances that could lead to a complaint of abuse or misconduct against me.
- There are no circumstances that could indicate I pose a risk to children, young people, or adults at risk.
- I have read, understood, and will comply with the Catholic Archdiocese of Perth [Code of Conduct](#)

If you cannot affirm any of these statements, please attach any relevant documentation.

### VISITING CLERGY, RELIGIOUS & LAITY USE ONLY (If applicable)

Visitation Dates	From:		To:	
Purpose of Visit				
Visitation Location/Address				
Non-WA WWCC No.		Expiry Date		

### DECLARATION

The information provided is correct. I understand that, if it is found I have withheld information or included any false or misleading information, I may be removed from my position without notice. I understand that I may be subject to further checks. This information will be kept securely at the Chancery, Parish, Agency, or Safeguarding Program Office.

Sign		Date	
Name			



# Code of Conduct (Short Form)

The Catholic Archdiocese of Perth is committed to the highest standards of social and ethical behaviour. This document is a summary of expected behaviours, reflecting the requirements and obligations of the Archdiocesan Code of Conduct.



## Gospel Values

All people who serve the Church have a responsibility to uphold the teachings of the Gospel by acting in a manner that follows the example of Christ. **Faith, Compassion, Forgiveness, Gentleness, Hope, Humility, Integrity, and Justice** are truths that are brought to life in the way we relate to each other, serve others, and conduct our day-to-day work.

Gospel values find expression in respect for the **dignity** of each person, acknowledgement of the **giftedness** of each person, commitment to building **positive relationships** and maintaining **professional boundaries**, upholding the requirements of **privacy and confidentiality** and a willingness to take **responsibility and accountability** for our actions.

## Specific Standards

So that we can be assured that our actions are in keeping with the mission and values of the Church, the Archdiocese has a Code of Conduct that sets out specific expectations that must be adhered to when acting on behalf of the Church and in service to others.

The Code is applicable to employees, volunteers, church workers (paid or unpaid), clergy and religious.

Our Code of Conduct reflects the standards of the Church's national conduct framework, *Integrity in Our Common Mission*

### PERSONAL COMMITMENT

*Acting in service of the Lord, I accept that my conduct reflects on the Catholic Church. I commit to follow Christ's example and to act in keeping with the requirements of the Code of Conduct.*

Examples of expected behaviours include:

- Engaging in work practices that comply with Archdiocesan policies and procedures.
- Acting equitably, fairly, and reasonably when making decisions.
- Avoiding behaviours that could be perceived as harassment, bullying, victimisation or discrimination.
- Avoiding behaviours that could constitute sexual misconduct including sexual harassment, sexually inappropriate behaviours, or grooming.
- Acting honestly and with integrity (e.g., disclosing conflicts of interest, conducting social media and online activities in a responsible and appropriate way).
- Acting to protect the safety and wellbeing of children and vulnerable adults in compliance with Safeguarding requirements.
- Using Church funds, equipment, and property in a responsible way.
- Maintaining workplaces that are healthy and safe.
- Communicating with one another in a genuine, open, and respectful way.
- Reporting concerns about unethical behaviour, wrongdoing, or abuse.

## Information & Advice

For additional information about expectations and requirements, please refer to the Code of Conduct (in full) and related policies and procedures located on the Archdiocesan website or intranet. If you have queries or concerns about conduct expectations or the conduct or actions of others, please seek guidance from:

- **People & Culture:** [peopleandculture@perthcatholic.org.au](mailto:peopleandculture@perthcatholic.org.au)
- **Safeguarding:** [safeguarding@perthcatholic.org.au](mailto:safeguarding@perthcatholic.org.au)
- **or your supervisor**



We are committed to the  
NATIONAL CATHOLIC  
SAFEGUARDING STANDARDS

This Code of Conduct for the Church community of the Catholic Archdiocese of Perth supports the ACSL National Catholic Safeguarding Standards.

Code of Conduct (Short Form) | Approval Date: 17-07-2024 | Last Amended: 18-03-2026