



Glenrothes Amateur Musical Association

(Affiliated to the National Operatic and Dramatic Association)



Job Description and Declaration for workers with Children, Young Persons and Vulnerable Adults

This form shall be completed for all workers with children, young people (up to age 18) and vulnerable adults. The 'Job Description and Declaration' shall be duplicated and passed to the following persons: applicant, Child Protection Officer and Membership Secretary. If the workers' role changes substantially, a new form requires to be completed.

Part A: to be completed on behalf of GAMA

Name of worker:	Post:

Where/ when group meets:

Normally Monday evenings, September to May – Rothes Halls.
Some Sunday afternoons – St Columba's or St Paul's Church halls.

GAMA's Policy Statement re Child Protection:

It is the responsibility of each individual within the fellowship of GAMA (members, Friends and helpers – paid or voluntary) to help to maintain a safe environment for any Young and/or Vulnerable People involved in a Production, during both rehearsal and performance periods.

It is the responsibility of GAMA's Committee to ensure that all reasonable controls are put in place to ensure such safety, taking cognisance of all National and Local Authority legislation and guidelines.

Person to whom the worker is responsible re Child Protection:

- Mrs Nancy Butler – Child Protection Officer, GAMA
- Mrs Liz Melvin – Additional signatory, GAMA Youth

Part B: to be completed by the worker with children/young people

Declaration:

I have understood the nature of the work I am to do with children/young people/vulnerable adults. I have read GAMA's 'Policy Statement', 'Code of Good Practice' and 'Child/Vulnerable Adults:Referral Process'. I understand that it is my duty to protect the children, young people and vulnerable adults with whom I come into contact. I know what action to take if abuse is discovered or disclosed.

Signature..... Date.....