



DIOCESE OF Hexham & Newcastle

St Vincent's Diocesan Office, St Cuthbert's House, West Road, Newcastle upon Tyne, NE15 7PY
Tel: 0191 243 3305 | Fax: 0191 243 3309 | Email: safeguarding@diocesehn.org.uk | Web: www.rcdhn.org.uk

DEPARTMENT FOR SAFEGUARDING

I would like to begin by offering a genuine thank you for volunteering and assisting on the Diocesan Lourdes Pilgrimage. Creating an environment where everyone feels safe is a responsibility we all share. One of the ways in which we create safe environments for those who are most vulnerable, is by ensuring volunteers are safely recruited.

This means that all volunteers who are 18 years of age or above who are volunteering on the Diocesan Lourdes Pilgrimage must be in possession of a current DBS certificate. The DBS certificate must have been issued within 3 years and must have been processed by the Catholic Safeguarding Advisory Service unless you are on the DBS Update Service.

The DBS process can often take a number of weeks and I want to stress that your paperwork **MUST** be submitted at the earliest opportunity. Early submission will ensure that your DBS check is completed in time for you to attend the Pilgrimage. Without a valid DBS certificate you will **NOT** be guaranteed a place on the Lourdes Pilgrimage.

The Safeguarding Team will be available to answer any queries you may have about your DBS application and to support you to ensure that your application passes through the DBS system smoothly. However, we cannot guarantee that late applications will be processed in time.

Yours sincerely,

Angie Richardson

Diocesan Safeguarding Coordinator
Tel 0191 2433314
Mobile 07814 461447
Email angie.richardson@diocesehn.org.uk