

CAS and CRB forms

Written by Ministry

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The Churches Agency for Safeguarding (CAS) is an ecumenical agency established by the Baptist Union and other denominations to act as an umbrella body or registered body for handling applications to the Criminal Records Bureau (CRB). There is no cost to churches that are in membership for the use of CAS; the administration cost is divided between the member denominations and Home Mission meets this cost for Baptist churches. The only cost to churches is the fee payable for paid workers e.g. ministers; this fee is levied by the CRB. Cheques for this fee are payable to the Churches Agency for Safeguarding and must be enclosed with the application.

Application forms for CRB Disclosures can be ordered from publications@baptist.org.uk if your church uses the Churches Agency for Safeguarding (CAS) as it is an 'umbrella body' or registered body for obtaining Disclosures. If you use other organisations, or are a Registered Body yourselves, you make arrangements with your Registered Body or the CRB to obtain more forms.

Each application for a CRB Disclosure has to be submitted to CAS with a CAS form and a Documentary Evidence Form. These forms can be downloaded below from the BUGB website. They must be completed by an approved person or verifier at the local church; this is either the minister, church secretary or another person appointed by the church and whose name has been notified to the Baptist Union database administrator.

The Disclosure system operating through CAS means that churches do not receive confidential information directly but if there is a cause for concern, this is assessed and an appropriate letter is sent to the church.

For most recent updates on the Independent Safeguarding Authority, [click here](#).

[CAS Form \(Updated Jan 2012\)](#) , ¹

[Continuation Sheets](#)

[Guidance Notes For Completing a CRB \(Updated Jan 2012\)](#) , ¹

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[Guidance Notes for Completing a CRB \(updated Jan2012\)](#)

[CAS Documentary Evidence Sheet Aug 10](#)

[Guidance for Verifiers \(updated Jan 2012\)](#) , [Guidance for Verifiers \(updated Jan 2012\)](#)