

Kurri Kurri Baptist Church  
50 Edward Street  
Kurri Kurri, NSW, 2327

(enter date here)

Dear (enter name of Ministry Guest here),

Thank you for accepting our invitation to be our guest at (enter name of event here) we are hosting at Kurri Kurri Baptist Church (KKBC) on (enter date of event here). We are so thankful to you for giving your time to serve our Church in this way.

KKBC is committed to providing a safe place for children, young and vulnerable people within our Church context. We follow the recommendations of the Baptist Churches of NSW & ACT, including Creating Safe Spaces and Safe Church recommendations. More than just meeting 'safe church' legal requirements, we are wanting to promote a culture which reflects the love of Christ, and which loves and protects individuals.

For all the above reasons, we need to ensure that all guests we engage in a ministry role share our commitment. As we prepare to welcome you here, we request that you please have an authorised representative from your organisation complete the attached 'Letter of Authorisation for Endorsed Representative' form and forward it to the KKBC Safe Church Team on [safechurchteam@kurribaptist.org.au](mailto:safechurchteam@kurribaptist.org.au) at their earliest convenience.

We would also like to inform you that we have a Code of Conduct, which we encourage you to access through our website; <https://kurribaptist.org.au/documents>. When we welcome you to our Church, we can provide you with a copy of the Risk Assessment for our (enter name of event here) Event, prepared by our WHS Team.

If you need to engage in any direct interaction with children or young people during your visit, one of our Church Leadership, a Ministry Coordinator or member of the Safe Church Team will happily be present to supervise this interaction.

Thank you for understanding and appreciating the importance of us working together to provide a safe environment at KKBC. Please do not hesitate to reach out with any questions you have. We recognise that comprehending the new 'safe church' systems and requirements can be overwhelming, so we are happy to provide you with assistance to understand them.

Kindest regards,

(enter name here)

On behalf of the Kurri Kurri Baptist Church Safe Church Team  
[safechurchteam@kurribaptist.org.au](mailto:safechurchteam@kurribaptist.org.au)