



PRESBYTERIAN CHURCH OF TRINIDAD AND TOBAGO

PRESBYTERIAN SECONDARY SCHOOLS' BOARD OF EDUCATION

CHURCH UPDATE FORM FOR SECONDARY SCHOOL TEACHERS

SIX (6) MONTHS

APPROVED 2009/ MODIFIED 2018

(To be completed by the Local Board & verified by the Session)

PERIOD OF REPORT: From _____ to _____

PERSONAL INFORMATION

Name of Teacher _____

Rank: _____

Present School _____

Address _____

Contact Info. (H) _____ (C) _____ (W) _____

Email Address _____

CHURCH INFORMATION

Local Church Affiliation _____

Pastoral Region _____

Date of Baptism _____ (Attach Copy to this form)

Date of Confirmation _____ (Attach Copy to this form)

CHURCH ATTENDANCE: *Tick the appropriate space*

Once /month () Twice /month () Three times/month () Four times/month ()

Other (Specify): _____

Has the teacher been an active communicant member in church? Y () N ()

Specify _____

Number of Years as an active communicant: From: _____ To: _____ Total: _____ years

FINANCIAL CONTRIBUTION: *Tick the appropriate space*

Loose Offering () Pledge () Deed of Covenant ()

Other _____

In what other way does the teacher support the Local Church/Region?

CHURCH INVOLVEMENT

Name of Group	Tick ✓	Specify	Position	Period
Board/s				
Committees				
Session				
R.D.C				
Local Board				
Other				

GENERAL COMMENTS

Chairman/Secretary Local Board

Secretary of Local Board/Date

Contact Info. _____

Chairman of Local Board/Date

Contact Info. _____

Forwarded for action by Session

Affix Stamp

Local Board

Session’s Comments

Clerk of Session/Date

Contact Info. _____

Minister of Pastoral Region/Date

Contact Info. _____

(Seen)

Teacher’s Signature: _____

Date: _____

Affix Stamp

Session

General Information

1. On completion of this form please forward to:

The General Secretary

Presbyterian Secondary Schools' Board of Education

Rushworth Street Ext, Paradise Hill, San Fernando

Re: Church Update

Pastoral Region: _____

2. This form is NOT for entry into PSSBOE's affiliated Secondary Schools by new applicants.

3. This form is NOT to be used for promotion to the offices of Head of Department, Dean, Vice Principal or Principal.

4. Ensure that this form is signed and dated by all parties and required stamps affixed.

5. The following definition is accepted by Synod to define an active communicant in good standing; The person should be a committed member of the Presbyterian church, on the roll of a congregation and propagating the faith through:

- a. Regular attendance at Sunday Service (A minimum of two Sundays /Month)
- b. Being a person of upright moral standing
- c. Involvement in church groups
- d. Active use of his/her time, talents and resources for the mission of the Church
- e. Conducting School Worship

6. This form is a record of commitment to the PCTT.

7. The applicant will receive a verification email within 24 hours of delivery to the office.

8. The term Board/s connotes any higher arm/court where Eldership is required.

9. Co-opted members' voluntary service to Boards is considered service to the PCTT.

10. A Confirmation Certificate must be attached to provide reference.

11. All information provided will be treated with utmost confidentiality.

12. All signatures affixed, indicates that the information contained on the form is reported accurately, and that all parties involved are in agreement with its contents.