

Volunteer Application Form

Title: First Name:..... Surname:.....

Email Address:

Address.....

..... Postcode.....

Mobile Number: Daytime Tel:

Relationship to anyone attending or working in the school:

.....

Most Recent Employment History

Name of organisation	
Your role	
Dates From/To	

Please tell us a bit about yourself and why you would like to volunteer in the school:

.....
.....

Any special areas of interest, skills or qualifications:

.....
.....

* please circle preferred day/s & time

I am available to help in a session: 09.00 -10.40 11.00 -12.00, 13.10 – 14.10, 14.10 – 15.15

Days I can help: Mon Tue Wed Thur Fri

I am able to volunteer for ad-hoc activities, events and trips in school with prior notice

Name of Referees (One of Whom should ideally be your most recent manger/employer)

Name of Person		Email Address	
Organisation Name & Address			
Post code		Telephone;	
Relationship to you			
Name of Person		Email Address	
Organisation Name & Address			
Post code		Telephone;	
Relationship to you			

Because of the nature of the work for which you are applying, you are required to disclose any criminal convictions, cautions or bind-overs which you have incurred, including any that would be regarded as 'spent' under the Rehabilitation of Offenders Act 1974 (Exception) (Amendment) Order 1986. If you are applying to undertake regular/unsupervised activity an Enhanced Disclosure will be sought from the Disclosure & Barring Service (DBS) before the appointment is confirmed. This will provide details of any criminal convictions, cautions, reprimands and final warnings, and any other information that may have a bearing on your suitability for the post. Disclosure of a criminal background will not necessarily exclude you from employment – this will depend upon the nature of the offence(s), frequency and when they occurred. Failure to declare a conviction, caution or bind-over may disqualify you from an appointment, or result in summary dismissal if the discrepancy comes to light.

Have you ever been convicted by the courts or cautioned, reprimanded or given a final warning by the Police of a criminal offence? Yes No

If **YES**, please give brief details of the offence, including the date of the conviction. _____

Are you aware of any police enquiries undertaken following allegations made against you, which may have a bearing on your suitability for this post? Yes No

If your answer is yes, you should provide brief details on a separate sheet, marked confidential. The information you will provide will be treated as strictly confidential and will be considered only in relation to the job for which you are applying.

Do you have any criminal charges or summonses pending against you? Yes No
If **Yes**, please give details.

Additional Information to be provided: (Along with you application form we need to see proof of identity and address to enable DBS Check where relevant and to evidence information provided).

Please provide us with any 3 originals of the following documents:

A valid Passport, Photo card Driving License, Bank statement, Paper Driving License, P45/P60, Utility bill (not mobile phone bill), Council Tax statement, other Official letter with your current address on

Please note at least one of the verification documents must be photographic, utility bills must be dated within the last 3 months