

Roberttown CE (vc) J&I School Volunteer Application Form

Please complete this form and return it to the school office.

Roberttown School is committed to safeguarding and promoting the welfare of children, young people and adults and expects all employees and volunteers to share this commitment.

Personal Details

Surname:			
First Names:			
Title:		Date of Birth:	
Address:			
Phone Numbers:	Mobile Phone:		
	Home Phone:		
	Work Phone/Other:		
Email Address:			

Why would you like to volunteer at Roberttown School?		
Are you interested in volunteering: (please tick as appropriate)		
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input type="checkbox"/> To help in school each week</td> <td style="width: 50%; border: none;"><input type="checkbox"/> To help on educational visits</td> </tr> </table>	<input type="checkbox"/> To help in school each week	<input type="checkbox"/> To help on educational visits
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- If you would like to volunteer in school on a regular basis then you will need to complete a form for an Enhanced DBS (Disclosure & Barring Service) plus Barred list check as this falls into the Regulated Activity category. Please contact the school office for a form.
- If you are interested in helping on educational visits **only** you need to complete this form and a List 99 check will be completed. (A **List 99 check** is a check against information held under Section 142 of the Education Act 2002. The list is maintained by the Department for Children, Schools and Families (DCSF) and contains the details of those who are banned or restricted from working in an **education setting**).

- In all cases we will contact the referees you provide.

References

Please give the names and contact details of two people who have known you for some time (and are not relatives) and are willing to act as referees. Please let your referee know that we will contact them and ask them to provide a reference in support of your application.

1 st Referee	
Name:	
Address:	
Postcode:	
Email Address:	
Home Phone No:	
Mobile Phone No.	
How long have you known this person and in what capacity?	

2 nd Referee	
Name:	
Address:	
Postcode:	
Email Address:	
Home Phone No:	
Mobile Phone No.	
How long have you known this person and in what capacity?	

Asylum and Immigration Information - proof of entitlement to live and work in the UK. Please see attached information

Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975

The Rehabilitation of Offenders Act 1974 provides that certain criminal convictions become 'spent' after the passage of time, that is the law will treat them for most purposes as if they had never happened and it is not necessary to disclose them on Application Forms. However, the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 contains certain classes of employment where a person can be asked to disclose spent convictions. The role for which you are now applying falls within that order and you are therefore required to detail below previous convictions, cautions, reprimands or warnings, whether or not they are spent.

Have you ever been convicted of a criminal offence?	Yes _____ No _____
Are there any alleged offences outstanding against you?	Yes _____ No _____
If you have answered YES to either of the above questions please give details below.	

Please refer to the Safeguarding and Safer Recruitment in Education Guidance issued by the Dept for Education which became effective 1.1.07

Have you ever been the subject of any allegations in relation to the safety and welfare of children, young people and/or vulnerable adults, either substantiated or unsubstantiated?	Yes _____ No _____
If you have answered yes to the above question, you must supply details on a separate sheet of paper, place it in a sealed envelope marked confidential and attach it to your application form.	
I have attached the details as requested	Yes _____ No _____

Declaration

Please note that it is a criminal offence for a person that has been barred from working with children and young people to apply for work (either paid or unpaid) in a school.

I declare that the information on this application form is true and correct and that I am not barred or disqualified from working with children and / or vulnerable adults nor subject to any sanctions or conditions on my employment. I understand that to knowingly give false information, or to omit information, could result in the withdrawal of any offer of work , or my dismissal at any time in the future.

Signed:

Date:

Print name:

Office Use Only:

Date form received:

List 99 Check completed (if appropriate)

Signed: _____

Date: _____

Asylum/Immigration Documents seen & retained:

Signed: _____

Date: _____

Information entered in Single Central Record:

Signed: _____

Date: _____