

APPLICATION FOR VOLUNTEERING

PRIVATE & CONFIDENTIAL

Please return this form to: STAMP Revisited, Roseberry Park, Marton Road, Middlesbrough, TS4 3AF, or by email to:
info@stamprevisited.org.uk

POSITION APPLIED FOR: **VOLUNTEER**

PLEASE COMPLETE IN BLOCK CAPITAL LETTERS

Title:	Schools:	Qualifications Gained:
Surname:		
Forename(s):		
Address (including Postcode):		
E-mail Address:		
National Insurance Number:	College/University	Qualifications Gained:
Telephone Numbers (Please include codes):		
Home:		
Work:		
Mobile:		
Do you have a current Driving License?		
Groups:		
Expiry Date:		
Details of any Endorsements:	Other Training:	
Are there any restrictions on you taking up work in the UK? If yes please provide details:		

OTHER EMPLOYMENT:

Please note any other employment you would continue with if you were to be successful in obtaining this position:

LEISURE ACTIVITIES:

Please note here your leisure interests, sports and hobbies or other pastimes etc:

EMPLOYMENT HISTORY:

Please complete in full, using a separate sheet if necessary, starting with your most recent employment and give reasons for any gaps in employment.

From - To	Name & Address of Employer	Job Title & Duties	Salary on Leaving	Reason for Leaving

REFERENCES:

Please provide details of two referees who can provide information relating to your competency in a caring role, one of whom **must** be your present or most recent employer. If you are a Student, please give an academic referee. If you are applying for a post which requires unsupervised access to children/vulnerable adults, the company reserves the right to approach **any** past employer for a reference.

REFEREE 1:	REFEREE 2:
Name:	Name:
Position:	Position:
Organisation:	Organisation:
Address (Including Postcode):	Address (Including Postcode):
Telephone Number:	Telephone Number:
Email Address:	Email Address:
May our organisation approach the above prior to interview?	May our organisation approach the above prior to interview?

GENERAL COMMENTS:

Please detail here your specific reasons for this application, your main achievements to date and the strengths you would bring to this post:

CAUTIONS, REHABILITATION AND CRIMINAL RECORDS

Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974, by virtue of the Exceptions Order 1975 as amended by the Exceptions (Amendment) Order 1986, which means that convictions that are spent under the terms of the Rehabilitation of Offenders Act 1974 **must be disclosed** and will be taken into account in deciding whether to make an appointment. Any information will be completely confidential and will only be considered in relation to this application.

In addition, **you are required** to submit an application to the Disclosure & Barring Service (DBS). The DBS was established under the Protection of Freedoms Act 2012 and merges the functions previously carried out by the Criminal Records Bureau (CRB) and Independent Safeguarding Authority (ISA). Any disclosure made by the DBS will remain strictly confidential.

Have you ever been convicted in a Court of Law and/or cautioned in respect of any offence?

If yes, please give details:

SPECIAL REQUIREMENTS:

Because this position involves the care of children and/or vulnerable adults, employment is dependent on the following:

1. Your written consent to obtain a standard/enhanced disclosure from the Disclosure & Barring Service (DBS) or an approved umbrella body.
2. Such disclosure being acceptable to the company.
3. Proof of identity - birth or marriage certificate (where appropriate) and passport (if available).
4. Two satisfactory written references.
5. That we may obtain a photograph of yourself for retention in your records.
6. Evidence of physical or mental suitability for your work.

DECLARATION:

PLEASE READ CAREFULLY BEFORE SIGNING:

1. I confirm that the above information is complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment contract offered.
2. Should we require further information and wish to contact your doctor with a view to obtaining a medical report, the law requires us to inform you of our intention and obtain your permission prior to contacting your doctor. I agree that the organisation reserves the right to require me to undergo a medical examination. In addition, I agree that this information will be retained in my personnel file during employment and for up to six years thereafter and understand that information will be processed in accordance with the Data Protection Act.
3. I agree that should I be successful in this application, I will, if required, apply to the Disclosure & Barring Service for a standard or enhanced (as appropriate) disclosure. I also agree that the company may apply to my previous employers for references. I understand that should I fail to do so, or should the disclosure or reference not be to the satisfaction of the company, any offer of employment may be withdrawn, or my employment terminated.

Signed:

Date: