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| **Volunteer Application Form** |

**Personal Information**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title | | Last Name: | | | | | | | | Previous Name(s): (if applicable) | | | | | | | | |
|  | |  | | | | | | | |  | | | | | | | | |
|  | |  | | | | | | | | | | | | | | | | |
| First Name(s): | |  | | | | | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | | | | | |
| Home Address  Please specify alternative correspondence address on a separate sheet. | |  | | | | | | | | | | | | | | | | |
| Post Code: | | | | | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | | | | | |
| E-mail address: | |  | | | | | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | | | | | |
| National Insurance Number: | | | | | |  |  | |  | |  |  | |  |  | |  |  |
|  |  | | | | | | | | | | | | | | | | | |
| Date of Birth |  | | |  |  | | |  | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | |
| Contact Information | | | Home Telephone Number: | | | | |  | | | | | | | | | | |
| Work Telephone Number: | | | | |  | | | | | | | | | | |
| Mobile Telephone Number: | | | | |  | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | |
| Do you consider yourself to have a disability? | | | | | | | | | | | | | Yes/No | | |  | | |

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| **For application for mini-bus driving only**   |  |  |  | | --- | --- | --- | | Do you have a full current driving licence? | Yes/No |  | |  | | | | Do you have D1 category on your license (licensed to drive a mini-bus)? | Yes/No |  | |  | | | | Do you have any penalty points on your licence? | Yes/No |  | |  | | | | If so, how many? | |  | |

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| OFFICE USE ONLY: | Ref: |  |

**Roles Being Applied For**

Please outline below the roles that you would be interested in volunteering for within Cannock Chase High School and explain any skills or experience that you would bring to the role. (Examples include: School trip supervisors, mini-bus driver, library volunteer, eco-work and gardening). Although this list is not exhaustive and we would welcome applications for other relevant roles.

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**References**

One reference should relate, if applicable to your present job, or most recent employer, or a member of the School/University Academic Staff. Please state in what capacity the two referees are acting, for example: current employer. Please include name, address, telephone number and e-mail address if known.

**1st Referee**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name (Please stipulate their title, ie Mr/Mrs/Miss/Miss etc) | | Title: |  | Full Name: | | |  | | | |
|  | |  | | | | | | | | |
| E-Mail Address  (Please provide wherever possible) | |  | | | | | | | | |
| Address | |  | | | | | | | | |
| Telephone No | |  | | | | | | | | |
|  | |  | | | | | | | | |
| Capacity: | Current Employer | | | |  | | Professional/  Previous Employer |  | Personal |  |
|  | | | | | | | | | | |
| If Employer or Professional, please state: | Job Title | | | | |  | | | | |
| Name of  Establishment/Business | | | | |  | | | | |

**2nd Referee**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name (Please stipulate their title, ie Mr/Mrs/Miss/Miss etc) | | Title: |  | Full Name: | | |  | | | |
|  | |  | | | | | | | | |
| E-Mail Address  (Please provide wherever possible) | |  | | | | | | | | |
| Address | |  | | | | | | | | |
| Telephone No | |  | | | | | | | | |
|  | |  | | | | | | | | |
| Capacity: | Current Employer | | | |  | | Professional/  Previous Employer |  | Personal |  |
|  | | | | | | | | | | |
| If Employer or Professional, please state: | Job Title | | | | |  | | | | |
| Name of  Establishment/Business | | | | |  | | | | |

**Rehabilitation of Offenders Act 1974**

This post is exempt by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended). All criminal convictions, cautions and bind-overs must be declared regardless of when they occurred. This information will be treated in confidence.

Do you have a prosecution pending or have you ever been convicted at a court or cautioned by the Police for any offence?

|  |  |  |
| --- | --- | --- |
|  | Yes/No |  |

Are you on DBS Children’s Barred List (formerly List 99), disqualified from working with children or subject to sanctions imposed by a regulatory body, for example: General Teaching Council (GTC)?

|  |  |  |
| --- | --- | --- |
|  | Yes/No |  |

If you have answered yes to either of the above questions, please provide brief details and give date(s) of conviction/caution/sanction(s):

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The Academy aims to promote equality of opportunity for all with the right mix of talent, skills and potential. We welcome application from diverse candidates. Criminal convictions, cautions and bind-overs will be taken into account for recruitment purposes only when relevant.

The Academy is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

**Declaration**

Volunteering is a very rewarding position within a school and the school will commit to investment in appropriate DBS checks and relevant training. Therefore, I understand that I will be required to commit an agreed numbers of volunteer hours with the school (to be agreed in interview).

If I am applying for the role of a volunteer mini-bus driver, I understand that I will need to complete appropriate medical checks and complete a Staffordshire County Council mini-bus driving test.

To join our volunteers you will need to have a DBS check and clearance. If you already have DBS clearance and are subscribed to the DBS update service, we can use this to verify your suitability. If you do not currently hold a DBS with the update service the school can complete a volunteer check for you. The process is straightforward and you will need to supply basic personal information and appropriate identity documents to enable the checks to be completed.

I declare that all the information I have provided is true:

|  |  |
| --- | --- |
| Signed: |  |
|  |  |
| Date: |  |