

Application Form for Child Contact Centre Chiltern Child Contact Centre

Please return the completed volunteer application form to:

Chiltern Child Contact Centre,
C/O Amersham Free Church
Woodside Road
Amersham,
Buckinghamshire
HP6 6AJ
Tel:07527 109363

STRICTLY CONFIDENTIAL

Surname..... Forename(s):.....

Address:.....

.....

..... Postcode:.....

Phone number: Home..... Work.....

When would you be available to start at our Centre?.

Please provide the names and addresses of two referees. They should not be directly related to you and should be over 18 years of age. You should have known them reasonably well for at least two years on a personal level and one of the referees should be somebody who knows you professionally.

1. Name:..... 2. Name:.....

Address:..... Address:.....

.....

Phone number:..... Phone number:.....

In what capacity do they know you:..... Their relationship to you:.....

Health

In relation to Health & Safety, it is important that we know if there are any aspects of volunteering at our Centre that you would not be able to cope with. An impairment or health problem does not necessarily exclude you from volunteering at the Centre. All information given will be treated with the strictest confidence.

Are you registered disabled? Yes No

If yes, what is the nature of your impairment?.....

.....

Are there any other health matters that we should be aware of?

It is important that you inform us if you should suffer from any illness in the future that may affect your ability to volunteer for the organisation or that would put others at risk

REHABILITATION OF OFFENDERS ACT 1974 (EXCEPTIONS ORDER 1975)

Because the voluntary work for which you are applying involves working with children we are obliged to ask you, in connection with your Application, to disclose any convictions you may have. Under the conditions of the above Order, you are not entitled to withhold information about convictions which otherwise might be considered spent. A prior criminal conviction may not prevent you from volunteering at our Centre, but failure to disclose relevant convictions in full will result in immediate suspension pending investigation.

Please give below details of any convictions you may have. This information will be treated as strictly confidential but you should be aware that any offer of voluntary work made will be subject to a satisfactory Criminal Records Bureau check.

Have you ever been convicted by a court of a criminal offence?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please give details including dates and court where convicted		
Are you subject to any current or outstanding disciplinary procedures or legal action? <i>If Yes, please give details.</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Criminal Records Bureau I am happy to complete a Disclosure Application Form to enable an Enhanced Criminal Records Bureau Disclosure to be undertaken. Signed..... Date.....		

I declare that the information given is true and complete. I understand that any wilful mis-statement or omission may render me liable to dismissal.

Signed: Date:

The following questions are optional – but it would really help us to know more about you.

Employment Status (please tick)			
Not currently seeking employment		Retired from employment	
Unemployed but seeking employment		In full time employment	
In secondary / higher education		In part time employment	
Involved in training scheme		Duke of Edinburgh	
Self employed		New deal	
Prince's Trust		School / college placement	
Other			

What experience and skills do you bring to our Child Contact Centre? (please tick)							
Administratio n		First Aid		Training		Clerical	
Caring for others		Fundraising		Public Relations		Finance	
Catering		Health & Safety		Secretarial		Information Technology	
Organisational		Working with children		Legal			
Other (please detail)							

Are there any skills you wish to develop / learn?

Have you any relevant qualifications or training?

What special interests / hobbies do you have?

Please give details of any other voluntary organisation for whom you have volunteered, with details of your experience and the dates involved:

Voluntary organisation	Date from	To	Position and responsibilities

How did you hear about volunteering at a Child Contact Centre?