

VOLUNTEER APPLICATION FORM



- Please fill in as much of this form as possible
- The references are essential and we are required to take them up
- Please ring Annette Yoosefinejad on 01963 31842 if you have any queries
- All details given may be held on computer and are confidential to the project, no information will be released without your agreement, or if ordered to do so by a court of law.

First Name:	Surname:
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Address:
Postcode:

Tel:	Mobile:
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E-mail:

Are you over the age of 18? Yes/No
If No, please provide date of birth _____

Would you like to receive Balsam Centre news (ie. Newsletter, events notices) by e-mail? Yes/No
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Your Background

Please describe any previous experience of voluntary or paid work

Please describe any life experiences that you think might be useful in your voluntary work

Why are you interested in volunteering?

What are your hobbies and interests?

Do you have your own transport? Yes/ No

When would you prefer to help, please list days and times e.g Wed pm

How did you hear about the Balsam Centre?

Medical History (Please list any physical/ psychological conditions and medication you think we need to be aware of)

Support Needs (Please list any support you may need to carry out your voluntary work)

Do you have a criminal record, including any pending convictions? (Declaring of criminal records does not automatically exclude from the scheme)

References

Please give the name and address of two referees whom you have known for at least one year, stating who the person is in relation to yourself. Please note that members of your family or 'to who it may concern' references are not acceptable. Both references will be taken up.

Name and Address	Name and Address
Telephone	Telephone
Relationship to you	Relationship to you

Declaration

If I am registered as a volunteer with the Balsam Centre, I understand that the work I shall be doing could involve me in receiving information that is confidential. I agree not to divulge any information concerning any member of the project outside, unless authorised by the Volunteer Coordinator to do so. I confirm that the information given on this form is correct to the best of my knowledge.

Signed	Date
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All volunteers accepted by the Balsam Centre will be subject to satisfactory references and police clearance.



VOLUNTEERS' DECLARATION

I understand the nature of my role and responsibilities at The Balsam Centre

I confirm that I have received and read a copy of the Volunteer Handbook which includes information on relevant policies especially with reference to vulnerable adults and safeguarding children.

I have read and understood the information and I accept my responsibility to adhere to the Protecting Vulnerable Adults' and Child Protection policies of the Balsam Centre.

I can confirm that there is no reason why I should not have access to children or young people and vulnerable adults whilst working within the organisation. There are no criminal convictions, civil findings or injunctions against me relevant to this declaration. I understand that failure to disclose or purposely withhold such information will lead to my instant dismissal from the Balsam Centre and in some circumstances may lead to criminal prosecution being taken against me.

(Having a criminal record does not necessarily bar you from volunteering; it depends on what the offence was and when it was committed).

Name

Signature

Date

Supported by



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