



Thaxted Primary School Volunteer Application Form

Complete the application form in full. Please note that the school may not be able to accommodate all preferences.

DATA PROTECTION NOTICE

Throughout this form, we ask for some personal data about you. We'll only use this data in line with data protection legislation.

PERSONAL DETAILS

Name:

Date of birth:

Gender:

Telephone number:

Email address:

Home address:

Name and contact number of next of kin, in case of emergency

DISCLOSURE AND BARRING SERVICE (DBS) INFORMATION

Depending on your volunteer role, please note that a DBS (Disclosure and Barring Service) check may be needed. The enhanced DBS check will reveal both spent and unspent convictions, cautions, reprimands and final warnings, and any other information held by local police that's considered relevant to the role. Any information that is "protected" under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 will not appear on a DBS certificate.

Volunteers working in regulated activity will also require a barred list check. **Thaxted school is happy to carry out a short volunteer DBS check but if you have your own DBS please indicate it below.**

Do you have a DBS check? (please circle)

Yes/No

If yes, what type of check do you have? (please circle)

Basic DBS / Standard DBS / Enhanced DBS / Enhanced DBS with barred list information / Not sure

Date of check:

Certificate number:

DISABILITY AND ACCESSIBILITY

Thaxted Primary is committed to ensuring that applicants with disabilities or impairments receive equal opportunities and treatment. If you have a disability or impairment, and would like us to make adjustments or arrangements to assist you, please state the arrangements you require:

AVAILABILITY

<i>Please tick all</i>	Monday	Tuesday	Wednesday	Thursday	Friday
AM 8.50am - 12					
PM 1-3.20pm					
Before school					
After school					
Lunchtimes 12-1					
Would you be able to work each week or every two weeks?					
Can you commit to at least 1 term?					
What age group would you prefer to work with?					
Please list the class/es your child/ren are in at school (please note you will not be placed in their class).					
If you do not have a child in the school, please note your relationship with the school/reason for requesting a volunteer role.					

EXPERIENCE AND QUALIFICATIONS

Do you have experience working as a volunteer, especially with children? If yes, please include details in the box below.

OFFICE USE ONLY: Date received: _____ Date sent to Vol coordinator: _____

Induction date: _____

Date start: _____

Class allocated: _____ HT seen: _____

Comments: _____