

Kirklees Council

Volunteer Application Form

Volunteer Opportunity details

Volunteer opportunity
applied for:

Independent Visitor

Return form to:
Full name of Service,
Section and address
Including managers name

Chris Berridge
Looked After Children Independent Service
Children's Rights Team
2nd Floor, Brian Jackson House
New North Parade
Huddersfield. HD1 5JP

Personal details

Title (select as
appropriate):

Dr Mr Mrs Miss Ms Other (please specify)

Surname(s):

First name(s):

Previous surname(s):

Address:
(including Postcode)

E-mail address:

Telephone number:

Mobile number:

National Insurance
No:

Please tell us about your Work History and Further Education (starting with most recent first going back 5 years)

This section gives you the opportunity to tell us about your previous history up to date.

Job Title/ Voluntary work/ Work Experience/ Further Education	Skills, knowledge and experience gained	Employer/College name, address and email	Date from	Date to	Reason for leaving

Why do you want to volunteer?

People volunteer for all different reasons. I.e. something to do in their spare time, make a difference in their community or increase knowledge and skills for job search.

Please give details of any skills and interests you feel may be relevant

Please tell us about your skills and interests

If you need more space, please attach additional sheets.

Criminal Convictions

REHABILITATION OF OFFENDERS ACT (EXEMPTIONS) ORDER 1975

NOTE:

The Rehabilitation of Offenders Act 1974 provides that certain criminal convictions become 'spent' after the passage of time, that is, the law will treat them for most purposes as if they had never happened and it is not necessary to disclose them on Application Forms. However, the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 contains certain classes of employment where a person can be asked to disclose spent convictions. The post for which you are now applying falls within that order and you are therefore required to detail below previous convictions, cautions or bind-overs, whether or not they are spent.

For roles that are subject to a disclosure, please note that a criminal record will not necessarily bar you from volunteering. This will depend on the nature of the position and the circumstances and background of the offence.

Failure to disclose information concerning previous convictions, cautions or bind-overs may lead to dismissal or disciplinary action by the authority. Any information given will be treated in the strictest confidence and will be considered only in relation to an application for the role of Independent Visitor.

Please give details of all offences of which you have ever been convicted. **If you have none, please write in the box below 'no convictions, cautions or bind-overs'.**

Date	Details of Convictions, Cautions or Bind-overs	Penalty

Are there any matters pending? Yes No

If 'Yes' please give details

I declare that the particulars given are correct and I have not withheld any facts which might unfavourable affect my application. I am aware that to withhold or falsify information could result in dismissal or disciplinary action.

Last name:

First name:

Sign or type name: Date:

N.B. If you fail to complete this section of the application form you may not be shortlisted or invited to attend an interview.

We will treat all information provided on this form in the strictest confidence

References

Please provide the names and addresses of two references who can comment on your suitability for the opportunity you have applied for.

Ideally one of the references will be your last employer or tutor. If you have never been in employment you can provide a referee from any voluntary work/work experience you have undertaken, from the coach/manager of a sports club/team that you have been a member of, or a leader of any community group you have been involved with, or a friend or neighbour who has known you for a significant period of time.

Reference 1

Name

Address:
(including Postcode)

Tel:

Email:

Occupation:

In what capacity do
you know this person:

Reference 2

Name

Address:
(including Postcode)

Tel:

Email:

Occupation:

In what capacity do
you know this person:

I confirm that, to the best of my knowledge, the information given on this form is correct.

Signed

Date:

Name:

