

Volunteer Application Form & Agreement

Name:		Date of birth:	
Postcode:		Telephone:	
Email address:			

In the box below, please give details of why you wish to volunteer and the activities you want to undertake. If they is a particular year group you would like to work with, please state this:

Please give a brief description of any experience you have that may be relevant to this application, in particular any experience working with children.

Please provide details of a referee i.e. someone who can comment on your character and suitability to work with children.

Name:		Relationship:	
Address:			
Email:			
Telephone:			

Is your application in relation to an educational course? (please circle)	YES / NO
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If you answered "yes" to the question above, please complete the section below:

Name and address of college/university:	
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Course/qualification:		Course length:	
Course Tutor:		Telephone:	
Email address:			

Please provide full details of your availability:	
I wish to work on the following school days (please tick): <ul style="list-style-type: none"> <input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday 	I wish to work (please tick): <ul style="list-style-type: none"> <input type="checkbox"/> A full day (8:30am – 3:30pm) <input type="checkbox"/> Mornings <input type="checkbox"/> Afternoons

I confirm that I have read the schools volunteering policy and understand that I will not receive payment for volunteering, including travel expenses.

I understand that an enhanced DBS check will be undertaken, unless a recent, clear, original DBS certificate is evidenced. If the school has any concerns, a new DBS check must be undertaken before volunteer can commence.

If accepted, I understand that I will need to attend an induction meeting and will need to be follow all school policies, and be particularly aware of the Safeguarding and Child Protection; Health and Safety; Data Protection; and Equality policies.

Signature:		Date:	
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Volunteer Agreement

All volunteers are expected to maintain high standards of behaviour and conduct when undertaking any activity at the school. Volunteers will:

- Understand that they are in a position of trust and recognise their responsibilities in relation to safeguarding.
- Understand that all personal information regarding pupils and staff is confidential and maintain confidentiality, unless there is a need to report a concern.
- Follow all school policies, including the Safeguarding and Child Protection Policy, Health and Safety Policy, Data Protection Policy and Behaviour Policy.
- Report incidents of negative behaviour to the class teacher/senior staff immediately.
- Follow reasonable directions from supervising staff members and seek clarification where uncertain of tasks or requirements.
- Follow safe working practices and professional behaviour that avoid unnecessary risks.
- Apply reasonable instructions given by supervising staff, and report any potential hazards in the workplace to the class teacher, site team or office staff.
- Respect and value the contribution of other volunteers, members of the staff and pupils.
- Be pleasant, approachable and a positive role model for pupils.
- Turn any mobile phones off or on airplane mode while on school premises.

Name of volunteer: _____

Signature: _____

Date: _____