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|  | **Application Form for Voluntary Work** |
| You must complete all sections of the Application Form in black ink or electronically. We will use this form to help us decide on your suitability for the post so please make sure it is accurate and complete.  **By completing this application form you agree to your personal data being kept on file after the interview process for 6 months regardless of whether you are successful or not.** | |

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| **Personal details and contact details** | | | |
| **Surname:** |  | **Title:** |  |
| **First name (s):** |  | | |
| **List other names (first/surname) used:** |  | | |
| **Home address:**  **Postcode:** |  | | |
| **Home telephone:** |  | **Mobile telephone:** |  |
| **Email:** |  | | |

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| **Entitlement to work in the UK** |
| All applicants will be asked at interview to provide documentary evidence of their right to work in the UK. If you have any restrictions that apply to you please give details her: |

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| **References** | |
| Please provide details of two referees who can comment on your suitability for this post. The referee must be a line manager or supervisor. References from relatives or people who only know you as a friend are not acceptable. | |
| **Referee 1 (current or most recent employer)** | **Referee 2** |
| **Name:** | **Name:** |
| **Relationship to applicant:** | **Relationship to applicant:** |
| **Position:** | **Position:** |
| **Employer/University/College Name:** | **Employer/University/College Name:** |
| **Address:**  **Postcode:** | **Address:**  **Postcode:** |
| **Telephone:** | **Telephone:** |
| **Email:** | **Email:** |

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| **Please give details of:** |
| **Your previous experience (if any) of working with people with a learning disability** |
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| **Your reasons for volunteering to work at Fairfield Farm College** |
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| **Your interests and hobbies** |
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| **Do you require any special adaptations or adjustments during the recruitment process?** | **Yes** | **No** |
| **If yes please provide details:** | | |
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| **Additional Information** | | |
| **Are you licensed to drive?** | **YES** | **NO** |
| **Have you been the subject of a formal disciplinary sanction or are you in the process of on going disciplinary proceedings in your current employment?** | **YES** | **NO** |
| **Have you been dismissed from any previous employment?** | **YES** | **NO** |
| If yes, provide details: | | |

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| **Enhanced DBS Check**  All posts defined as “regulated activity” are subject to an Enhanced DBS check so that any criminal background (including “spent” convictions, bind-over orders or cautions) is disclosed to the organisation. We cannot employ someone to this post without this check. If you are successful in applying for this post we will ask the DBS for a Disclosure.  The position for which you are applying involves contact with vulnerable groups. It is exempt from the Rehabilitation of Offenders Act 1974 and all subsequent amendments (England and Wales). For this position you are not entitled to withhold information about police cautions, bind-overs, or any criminal convictions that would otherwise have been considered “spent” under the Act. | | |
| **Have you ever been convicted of any offence, been bound-over, or given a caution?** | **YES** | **NO** |
| If yes, please give details: | | |
| **Are you currently the subject of any police investigations?** | **YES** | **NO** |
| If yes, please give details: | | |

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| **Safeguarding Declaration**  I declare that the information I have given on this form is complete and accurate and that:   * I am not barred or disqualified from working with vulnerable groups, children or young people * I am not subject to any sanctions or conditions on my employment imposed by the Independent Safeguarding Authority, Secretary of State or other regulatory body | | | |
| **Signed:** |  | **Date:** |  |
| **Print name:** |  | | |

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| **General Declaration**  I understand that to knowingly give false information or to leave out any relevant information could result in:   * the withdrawal of any offer of appointment, or * my dismissal at any time in the future, and possible criminal prosecution | | | |
| **Signed:** |  | **Date:** |  |
| **Print name:** |  | | |