



# All Saints CE Primary School & Nursery

*Nurturing, Resilience and Achievement for all!*

## VOLUNTEER APPLICATION FORM AND DISCLOSURE BARRING SERVICE REGISTRATION

*All details collected will be stored and processed in line with our Privacy Notice for Governors & Volunteers, available in the School Policies section of our Website.*

Title: Mr / Mrs/ Miss etc.	Surname:				
First Name:	Middle Name/s:				
Date of Birth:	Previous Surname/s:				
Home phone no:	Mobile:				
Email address:					
Home Address:					
Post code:					
Contact in case of emergency (name and phone numbers):					
Medical History Disclosure: <i>E.g. Asthma/Allergy/Epilepsy/Back problems – we only need details of anything relevant to the school environment.</i>					
<b>Describe the kind of volunteer work you are interested in:</b>					
<input type="checkbox"/> Listening to readers					
<input type="checkbox"/> Helping with maths					
<input type="checkbox"/> Helping with art/cookery/DT activities					
<input type="checkbox"/> Other (please detail):					
<input type="checkbox"/> Helping on school trips (any class)					
<input type="checkbox"/> Helping with sporting, music, drama events					
<input type="checkbox"/> Sharing a professional skill (e.g. doctor, nurse, vet, police, mechanic, etc.)					
Circle AM / PM to indicate availability:	<b>MONDAY</b>	<b>TUESDAY</b>	<b>WEDNESDAY</b>	<b>THURSDAY</b>	<b>FRIDAY</b>
	AM / PM	AM / PM	AM / PM	AM / PM	AM / PM

### REFEREE DETAILS

We are required to have details of two referees as part of the Safeguarding Regulations. Please do not use a relative or household member. Ideally both should have known you for two or more years.

Please do let them know we will be contacting them and why!

	Referee 1	Referee 2
<b>Title &amp; Name:</b>		
<b>Postal Address:</b>		
<b>Post Code:</b>		
<b>Email Address:</b>		
<b>Telephone No.</b>		
<b>Occupation:</b>		

**I confirm the information on this form is correct and I agree to the school processing my information for the DBS Check and purposes outlined in the Privacy Notice.**

Signature:		Date:	
Print Name:			

## **IMPORTANT INFORMATION – PLEASE READ BEFORE RETURNING THIS FORM**

**To process your application for DBS Clearance** we need to view **original copies of** and verify **3 proofs of identity**. At least one of the verification documents must be photographic and utility bills must be dated within the last 3 months. We will also need your National Insurance Number.

**Please provide us with any 3 of the following documents;** a valid Passport, Photo card Driving Licence, Bank statement, Paper Driving Licence, P45/P60, Utility bill (not mobile phone bill), Council Tax statement. In addition to the DBS Clearance you will be asked to sign a Volunteer Disqualification Declaration.

**Please return this form and bring in your requested proof of identity to:**

Mrs Hatch, Office Manager – (01279) 836006 [admin@allsaints.herts.sch.uk](mailto:admin@allsaints.herts.sch.uk)

All volunteers will be provided with information about relevant school policies and induction. This will usually be on the first day you volunteer.

You can find out more about the role of a volunteer at our school in the Guidelines for Volunteers available on the School Policies section of the website.

Finally, thank you!

Thank you for your time, commitment, and support of all we're doing for the children in our school.