



# Volunteer Application Form

Thank you for your interest in volunteering at King Charles Primary.

Volunteers play a vital role in the communities of our schools. All volunteer applications are reviewed with consideration of current volunteer opportunities. The information you provide will be stored in confidence under the provisions of the Data Protection Act. Your completed form will be held securely and confidentially. Only authorised staff will have access to your information.

## Personal Information

Name:		Address: (including post code)	
Telephone: (Home)		Telephone: (Mobile)	
Email Address:		Date of Birth:	
Your connection with the school: (relative / neighbour / none)		Name of children:	

## Weekly Volunteering

Please note that all volunteers working in the school on a regular basis will need a DBS certificate\*. This is organised and paid for by the school and will require you to complete an online form and bring in proof of ID.

Your availability:					Preferred hours: (eg full day, half day)
Monday	Tuesday	Wednesday	Thursday	Friday	
AM / PM	AM / PM	AM / PM	AM / PM	AM / PM	

Do you have a preferred age range you would like to volunteer with?

(Please note that regular volunteers will not be placed in a year group where they have a child)

Early Years

Key Stage One

Key Stage Two

Don't mind

## Your Skills and Interests

Have you ever done any voluntary work before? If yes, please tell us a little bit about the experience.

Why do you want to volunteer now? What has motivated you to get in touch with us?

Do you have any particular skills or qualities that you could use in your voluntary work?

## References

Please provide two references, one employment reference and one character. Please let your referees know that we will be contacting them.

Reference 1

Reference 2

Name:

Place of Work:

Telephone:

Email:

Relationship:

I declare that the information on this form is true and correct.			
Signature			Name
Date of Signature			

**Please return your completed application form to [admin@bentleyfederation.org.uk](mailto:admin@bentleyfederation.org.uk)**

\* DBS clearance (Disclosure and Barring Service) allows organisations to gain access to criminal records in order to safeguard children and vulnerable adults. Schools are designated 'regulated activity providers' and it is a legal requirement that adults in regular contact with the children are subject to an enhanced DBS check. This will disclose to the school any offences on your record, even if they have been spent. Depending on the nature and timing of the offence, this may not necessarily prevent you from working in school.