



Confidential

# Volunteer Application Form

Edison Primary School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment

Please complete the application form in full. Please note that the school may not be able to accommodate all preferences.

## Data protection notice

Throughout this form, we ask for some personal data about you. We will only use this data in line with data protection legislation and process your data for one or more of the following reasons permitted in law:

- You have given us your consent
- We must process it to comply with our legal obligations

You will find more information on how we use your personal data in our privacy notice for staff, which can be found on our school website.

## Personal details

<b>Name:</b>	
<b>Date of birth:</b>	
<b>Gender:</b>	
<b>Telephone number:</b>	
<b>Email address:</b>	
<b>Home address:</b>	

## Disclosure and Barring Service (DBS) information

Edison Primary School is legally obligated to process an enhanced Disclosure and Barring Service (DBS) check before making appointments to relevant posts. The enhanced DBS check will reveal both spent and unspent convictions, cautions, reprimands and final warnings, and any other information held by local police that's considered relevant to the role. Any information that is 'protected' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 will not appear on a DBS certificate. Volunteers working in regulated activity will also require a barred list check. Any data processed as part of the DBS check will be processed in accordance with data protection regulations and the school's privacy notice.

<b>Do you have a recent DBS check? (please circle)</b>	Yes/ No
<b>If yes, what type of check? (please circle)</b>	Enhanced DBS / Enhanced DBS with barred list information
<b>Date of check:</b>	
<b>Certificate number:</b>	



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### Availability

	Monday	Tuesday	Wednesday	Thursday	Friday
AM					
PM					
Before school					
After school					
Lunchtimes					
How many hours per week/month can you volunteer?					
Can you commit to at least one term?					

### Preferences

What age group would you prefer to work with?	
Would you prefer to work one-on-one or with a small group?	

### Experience and Qualifications

**Do you have experience working as a volunteer, especially with children?  
If yes, please include details in the box below.**

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**Why would you like to volunteer at Edison Primary School?**

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**Do you have any particular skills, employment experience or hobbies you would like to share with the school?  
(eg, languages spoken, sports, scouting, etc)**

**Do you have any relevant qualifications?**

### **References**

**Your placement as a volunteer may be subject to satisfactory references.  
Please give the details of two professional referees who can comment on your suitability  
(eg. employers, colleagues, teachers, etc).**

**Name:**

**Name:**

**Relationship to you:**

**Relationship to you:**

**Address:**

**Address:**

**Telephone number:**

**Telephone number:**

**Email address:**

**Email address:**

### **Disability and accessibility**

Edison Primary School is committed to ensuring that applicants with disabilities or impairments receive equal opportunities and treatment. If you have a disability or impairment, and would like us to make adjustments or arrangements to assist you, please state the arrangements you require:

Thank you – please email your completed form to [info@edisonprimary.org](mailto:info@edisonprimary.org)