

HOME-START BRADFORD DISTRICT

A Company Limited by Guarantee, registered in England and Wales
Company No: 4297771 Charity No: 1090435



Support and friendship
for families

APPLICATION FORM FOR VOLUNTEERS

Confidential

If you have difficulty completing this form, please ask the Home-Start Coordinator for assistance.

Name		
Address including postcode		
If you have been at this address less than five years, please give previous addresses - <i>(use separate sheet of paper if necessary)</i>	Date From:	Date To:
Home telephone no:	Mobile telephone no.:	
Email address:		
Date of birth:	Place of birth:	
Emergency contact name, phone no and relationship to you		
REFERENCES: Please give the name and address of two referees that you have known for a minimum of two years (not a relative) include at least one professional reference, (previous employer wherever possible; alternatively, school, college or other professional such as a religious leader or a volunteer supervisor) who may be contacted by Home-Start. Please ask permission prior to submitting referees details and confirm full address.		
Referee 1 - time known this person In what capacity?	Referee 2 - time known this person In what capacity?	
Name: Address: Postcode: Email: Telephone:	Name: Address: Postcode: Email: Telephone:	

Home-Start Bradford District is committed to safe recruitment practice as an important part of safeguarding and protecting children and vulnerable adults

We would like to get a picture of your experience to date, in the first box please give us details of any paid employment, in the second box details of any voluntary or unpaid work and in the third box details of gaps in employment with reasons e.g. career break to look after children or other dependants, travelling, training or education.

Please tell us about any paid employment, starting with most recent

Employer	Job title	From	To	Brief description of duties	Reason for leaving

Please tell us about any voluntary or unpaid work, starting with most recent

Employer	Job title	From	To	Brief description of duties	Reason for leaving

Please tell us about gaps in your employment history, starting with the most recent

From	To	Reason

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Do you speak any additional languages (including sign language)			
What is the maximum time you could offer to Home-Start as a volunteer on a regular weekly basis? (At least 4 hours + travel per week)			
Have you any commitments which could affect your work with Home-Start e.g. part-time work?			
Would you like to visit families in the Bradford area (circle "Yes" in both boxes if you are happy to visit in either area)	Yes/No	Would you like to visit families in the Keighley area	Yes/No
What type of transport would you use?		If car - do you have a current clean driving licence?	Yes/No
<p>1) Please give information about your own parenting experience: e.g. are you a Parent/step-parent/foster carer. Please give ages of children</p> <p>2) What did/do you find enjoyable about parenting?</p> <p>3) What did/do you find challenging?</p>			

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What are your hobbies and leisure interests?

How did you hear of Home-Start?

Why would you like to become a Home-Start volunteer?

Have you any skills or personal experiences which may be relevant to your work as a volunteer for Home-Start? (e.g. budgeting, cooking, DIY etc)

Is there any other information you would like to add?

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As volunteers are in a privileged position visiting families in their own homes and have contact with young children, Home-Start has a responsibility to ensure that no one becomes a volunteer who would misuse this trust. Therefore, it is essential that you complete and sign this form.

The Disclosure & Barring Service (DBS) has a simple guide which provides a simple and clear explanation of the disclosure application process. The guide can be viewed online at www.homeoffice.gov.uk/publications/agencies-public-bodies/dbs/dbs-checking-service-guidance/app-guide-dbs-form

Name:	
Have you had any personal contact with Social Care/Social Work Department or NSPCC in connection with children in your care? Have any of your children been subject to a child protection, child in need plan or common assessment framework (CAF)?	Yes/No
Do you consider yourself to have a disability or health condition and if so what adjustments could Home-Start provide to enable you to volunteer? Please provide details, continue on separate sheet if required.	Yes/No
Have you ever been dismissed or subject to any disciplinary actions from any paid or voluntary work?	Yes/No
Have you ever been arrested or had contact with the police for any type of criminal offence?	Yes/No
Are there any matters outstanding which may lead to a criminal prosecution?	Yes/No
If you answer yes to any question please give details:	
If you do not declare existing or spent cautions or convictions you may not be selected. However, if you declare any of the above it may still be possible to become a volunteer	

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I know of no reason why I would be unsuitable to be a Home-Start volunteer. I will report any changes in my circumstances which may affect my role*	Yes/No
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* *Children in care/ criminal proceedings brought against me, etc*

I give permission for Home-Start Bradford District to carry out criminal record checks at enhanced level with the appropriate agency. I understand that my National Insurance number, passport and/or drivers licence may be required for identification purposes.

I understand that Home-Start may hold personal information about me in paper records and on their computer, including sensitive information such as age, race, sex and disabilities that they will use for their monitoring purposes. I agree to them holding this information and understand that it may be shared with Home-Start UK for Quality Assurance purposes.

I understand that I may ask to see my records at any time.

Signed: _____

Date: _____

As you will be completing an Enhanced Disclosure form detail of any criminal convictions or cautions found will be passed onto to Home-Start Bradford District. Therefore it is important that you highlight any issue we need to be aware of on your application form.

If something is highlighted on your disclosure this will be discussed with you in confidence. Following the meeting a decision will be made whether we can proceed with your application.

Please return the completed Application Form to
Home-Start Bradford District,
The Thornbury Centre,
Leeds Old Road,
Bradford,
BD3 8JX

either by post or fax on 01274 665860. For enquiries telephone 01274 666711

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Application Form for Volunteers

Monitoring Information

Asian or Asian British	Black or Black British	White
Indian <input type="checkbox"/>	Caribbean <input type="checkbox"/>	British <input type="checkbox"/>
Pakistani <input type="checkbox"/>	African <input type="checkbox"/>	Irish <input type="checkbox"/>
Bangladeshi <input type="checkbox"/>	Any other Black background Please specify _____	Any other white background Please specify _____
Any other Asian background Please specify _____		
Chinese or other ethnic group	Mixed	
Chinese <input type="checkbox"/>	Any mixed background Please specify _____	
Other <input type="checkbox"/>		
Male <input type="checkbox"/>		
Female <input type="checkbox"/>		
Transgender <input type="checkbox"/>		

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