



Volunteer Application Form

Thank you for volunteering with ellenor. In order to check that we have your information up to date could you please complete this form and return to the HR Department, ellenor, Coldharbour Road, Gravesend, Kent, DA11 7HQ

Location/Role where you want to volunteer:		
Title:	Forenames:	Known As (if different from forenames):
Surname:		
Address:		
Post Code:	Home Telephone No:	Mobile Phone No:
E-mail address :		
Date of Birth :	Taster Sessions completed:	Date started volunteering:

Emergency Contact Details: If you were to become unwell while volunteering for ellenor, please provide details of a person that we may contact. This information will be given to your Volunteer Co-ordinator.

Title:	Forenames:	Relationship:
Surname:		
Address:		
Post Code:	Home Telephone N°:	Mobile Phone No:

We need to confirm if you have been vaccinated against Covid19. You may be asked to provide evidence if your application is successful, depending on your role

Have you received vaccines against Covid19 – please tick the relevant box below.

I have received two doses of a covid vaccine

I have received one dose of a covid vaccine

References: 1

Please give details of ONE person who we may contact for references. (Your referees should not be a relative, and must be known to you for a minimum of 2 years). They should know you well and be able to vouch for you. Please note: to save time and postage references will be emailed. Can you please inform your referees that we will be writing to them and ask them to reply as soon as possible.

Title:	Forenames:	Capacity in which they know you:	
Surname:			
Address:			
Post Code:	Email Address:	Mobile Phone No:	

References: 2

Please give details of ONE person who we may contact for references. (Your referees should not be a relative, and must be known to you for a minimum of 2 years). They should know you well and be able to vouch for you. Please note: to save time and postage references will be emailed. Can you please inform your referees that we will be writing to them and ask them to reply as soon as possible.

Title:	Forenames:	Capacity in which they know you:	
Surname:			
Address:			
Post Code:	Email Address:	Mobile Phone No:	

Are there any reasonable adjustments which you feel should be made to the application process to assist you or to the volunteering role to enable you to carry it out? (Please circle) YES / NO

Right to volunteer in the UK

Can you confirm that you have the right to volunteer in the UK? YES/NO

Rehabilitation of Offenders Act 1974

Some volunteer posts are exempt from the provisions of the Rehabilitation of Offenders Act 1974. Applicants are therefore not entitled to withhold information about certain convictions. The amendments to the Exceptions Order 1975 (2013) provide that certain convictions are protected and are not subject to disclosure to employers and can not be taken into account. Guidance can be found on the Disclosure and Barring website.

Do you have any convictions, cautions, reprimands or final warnings that are not "protected" as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013) by SI2013 1998. **Yes/No**

For further info see www.legislation.gov.uk/ukxi/2013/1198/pdfs/ukxi_20131198_en.pdf.

If you have answered yes to the above question, please contact the HR Department on 01474 320007 or hr@ellenor.org.

(Any information provided will be treated in strict confidence and will only be considered in relation to this application.)

Declaration

I **declare** that to the best of my knowledge, the information given on this form is true and complete. I agree that **ellenor** may store my details on a database for internal use only in line with Data Protection Legislation.

Signed: _____

Print Name _____

Date: _____