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|  | **Volunteer Application Form** |
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Please note – this is not an application for employment

Thank you for your interest in the Vale Academy Trust

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| **Name of School:** |

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| **Personal details** | |
| Name: | |
| Address: | Phone: |
|  | Mobile: |
|  | Email: |
| Postcode: | Preferred: Phone / Mobile / Email |
| National Insurance Number |  |

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| **Your role as a volunteer** |
| Use this space to say how you would like to help at the school, (e.g. hearing children read): |
| Use this space to tell us about any volunteering you have done before and any relevant skills and interests you have: |

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| **Your availability** |
| Days: |
| Hours per day: |

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| **Additional information** |
| Are you a parent or carer of children at the school? If yes, please give their name(s) and year group(s) |

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| **Checks for safeguarding children** |
| The Vale Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. All post holders in regulated activity are subject to appropriate vetting procedures and a satisfactory Enhanced Disclosure and Barring Service (DBS) check.  Where appropriate, potential volunteers will be required to undertake further checks, including references and an enhanced DBS check.  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 is considered relevant to the role. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered ‘protected’. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.  Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.  Any data processed as part of the DBS check will be processed in accordance with data protection regulations and the trust’s privacy notice. |

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| **Time spent living and/or working overseas** | |
| If you’ve lived and/or worked outside of the UK, the Trust must make any further checks it considers appropriate (in addition to the usual pre-employment checks).  We’ll base the decision on whether this is necessary on individual circumstances, and factors such as:   * The amount of information you disclose in the DBS check * The length of time you’ve spent in or out of the UK | |
| Have you spent time living and/or working outside of the UK?  ☐ Yes  ☐ No | |
| If yes, please give details, including countries and relevant dates: | |
| **Do you have QTS?**  ☐ Yes  ☐ No | |  |
| If Yes Teacher reference number | |  |
| QTS certificate number (where applicable) | |  |
| Date of qualification | |  |
| Name at time of degree, qualification or PGCE | |  |
| Are you subject to a teacher prohibition order, or an interim prohibition order, issued by the secretary of state, as a result of misconduct? | |  |
| Are you subject to a General Teaching Council sanction or restriction? | |  |
| **References** | |
| Please give details of two referees, one of whom should be your most recent employer (if applicable). Referees must not be related to you or writing solely in the capacity of a friend. They must be able to comment on your suitability to be a volunteer. | |
| Name: | Name: |
| Address: | Address: |
| Phone: | Phone: |
| Email: | Email: |
| In what capacity do  they know you? | In what capacity do  they know you? |
| How long have they  known you? | How long have they  known you? |

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| **Support for volunteers** |
| The VAT aims to create a positive environment that enables all volunteers to realise their full potential. If you have a disability and would like us to make adjustments to assist you, please give details below: |

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| **Data Protection** |
| 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   The VATs privacy notice can be found on the VAT website ……………………………….. |

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| **Declaration** | |
| The information I have given on this form is true and accurate to the best of my knowledge. I confirm that I have read the data protection statement contained in this document. | |
| Signature: | Date: |

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| **FOR OFFICE USE ONLY**  **Checks required (see VAT Safer Recruitment and DBS Policy)** | | |
| Expected role | Checks required | Check completed |
| No regulated activity | Enhanced DBS required? | YES / NO  (attach a copy of the risk assessment to the application form) |
|  | References required? | YES / NO  (If the answer is NO, attach a copy of the risk assessment to the application form) |
|  | Childcare disqualification check is required if working in relevant setting in a primary school |  |
| Regulated activity | Enhanced DBS with barred list check is required | (attach a copy of the risk assessment to the application form) |
|  | References are required |  |
|  | Childcare disqualification check is required if working in relevant setting in a primary school |  |

As The Vale Academy Trust is an equal opportunities employer, it is helpful if you also complete the attached Equal Opportunities Monitoring Form.

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| equalities monitoring information | | | | | | | | | | |
| **What is your date of birth?** | | **D** | **D** | **M** | | **M** | **Y** | **Y** | **Y** | **Y** |
|  |  |  | |  |  |  |  |  |
| **What gender are you?** | | ☐Man  ☐Woman  ☐ Intersex  ☐ Non-binary  ☐ use your own term, please specify here …………………….  ☐Prefer not to say | | | | | | | | |
| **How would you describe your ethnicity?**  Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box | | | | | | | | | | |
| **White**  ☐British  ☐Irish  ☐English  ☐Welsh  ☐Scottish  ☐Northern Irish  ☐Gypsy or Irish Traveller  ☐Any other White background  **Asian or British Asian**  ☐Bangladeshi  ☐Indian  ☐Pakistani  ☐Chinese  ☐Any other Asian group | **Black, African, Caribbean or Black British**  ☐African  ☐Caribbean  ☐Any other Black background  **Mixed/Multiple Ethnic Groups**  ☐White and Asian  ☐White and Black African  ☐White and Black Caribbean  ☐Any other mixed background | | | | **Other Ethnic groups**  ☐Arab  ☐Any other ethnic group  ☐Prefer not to say | | | | | |
| **Which is your sexual orientation?** | | | | | | | | | | |
| ☐Bisexual  ☐Heterosexual/straight  ☐Gay  ☐Lesbian | | ☐ use your own term, please specify here …………………….  ☐Prefer not to say | | | | | | | | |
| **What is your religion or belief?** | | | | | | | | | | |
| ☐ No religion or belief  ☐Buddhist  ☐Christian  ☐Hindu | ☐Jewish  ☐Muslim | | | | ☐Sikh  ☐Prefer not to say  ☐ If other religion or belief, please specify here ……………………. | | | | | |
| **Do you consider yourself to have a disability or health condition** | | | | | | | | | | |
| ☐Yes  ☐No  ☐Prefer not to say | | | | | | | | | | |