



## APPLICATION FOR A VOLUNTARY PLACEMENT AT BARLEY FIELDS PRIMARY SCHOOL

**Applicants are required to complete ALL parts of this form**

Please refer to the candidates guide for completion of this application form

Application for the post of: <b>VOLUNTEER</b>
---

<b>Surname(s) (Block Capitals)</b>	<b>Name:</b>
<b>Permanent address</b>	<b>ALL APPLICANTS:</b> National Insurance Number:
<b>Email:</b>	<b>DISCLOSURE AND BARRING SERVICE (DBS)</b>
<b>Contact Numbers</b>	<b>Certificate Number:</b>
<b>Home:</b>	<b>Date of Certificate:</b>
<b>Mobile:</b>	
<b>Which type of placement are you seeking? Please select:</b>  Parent volunteer   student (TA)   student (sixth form)  Other	<b>When would you like to commence duties if offered a placement?</b>  Which days of the week would you like to work?
<b>Are you completing further training? Please give details?</b>	<b>Which Key Stage would you prefer to be based? Please circle:</b>  Early Years   KS1   LKS2   UKS2

<b>Current Employment (or last employment where applicable)</b>	
<b>Designation of Post:</b> Full or Part Time:	
<b>Name and Address of Employer</b>	

## EDUCATION

### Education (Applicants should be prepared to produce evidence of qualifications held)

Give details (including dates) of Secondary Schools, Colleges and Universities attended and particulars (including dates) of Qualifications obtained including: -

- a) School Leaving Examinations/GCSE/CSE/NVQ's etc. and awarding body
- c) Degree (state whether Pass or Honours and give Class, Division and subjects, making clear which are main and subsidiary)
- e) Any other certificates or diplomas:

Dates		Name of Course and Secondary School/College/University Attended	Qualifications obtained
From	To		

**Education Courses** Give details of courses attended; please include dates, nature, and duration (full or part time) and name of organising body.

--

**REFEREES – Please give the name and contact details of 2 people we can contact for references**

--	--

**DISCLOSURE INFORMATION (only required if a DBS check is required for the post applied for)**

All volunteers in school must have a DBS check. Application forms for this can be obtained from the school office.

Do you hold a DBS Certificate?    **\*YES**                    **NO**

If yes:

Please indicated level of check                    **\*Standard**                     **or**                    **Enhanced**

Please indicate workforce to which it applies **\*Child**                     **Adult**                     **Child and Adult**                     **Other**

**Additional Information**

(Please add details of any special interest and experience which may be relevant to this application e.g. in art, drama, physical activity and music, and briefly explain why you feel you are suitable for this job.)

## DECLARATION

### Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 (2013) / Prohibition of Teachers

The position for which you are applying involves contact with children and is exempt from the Rehabilitation of Offenders Act 1974 and all subsequent amendments (England & Wales). You are not therefore entitled to withhold information about unspent cautions, 'bind-overs' or any criminal convictions including any that would otherwise be considered 'spent' under the Act.

Have you ever been convicted of any offence or 'bound-over' or given a caution?  Yes  No

If Yes, please provide details on a separate sheet and attach it to this application form in a sealed envelope marked 'Confidential Disclosure'

I understand that if my application is successful I will be required to obtain a DBS Disclosure at the appropriate level.

Have you ever been prohibited from teaching by the Secretary of State?  Yes  No

### Disqualification from Caring for Children Regulations (DCCR) 2002

Have you ever been disqualified under Disqualification from Caring for Children Regulations 2002?  Yes  No

### Eligibility to Work in the United Kingdom

To ensure this school complies with legislation, you will be required to provide documentary evidence showing that you are entitled to work in the United Kingdom.

Are there any restrictions regarding your right to work in the UK?  Yes  No

If yes, please give details:

### Data Protection Information

The personal information supplied by you on this application form will be used only to consider your application for employment with this school. Certain anonymised data could be passed to other candidates should a request for information be made.

If you are shortlisted, contact will be made with the referees you supply on the application form and a confidential reference will be sought from them.

The information you supply on the Recruitment Equality Monitoring Form will be used for those purposes stated only and will be retained in an anonymised form so that it cannot be linked to individual applicants. The information you supply will be retained only as long as necessary for the purposes of recruitment and monitoring.

### Relationships

If you are related to any Elected Member or senior officer of Stockton Borough Council, a member of the Senior Leadership Team within School or a member of the schools Governing Body, please state below his/her name(s) and the relationship. (This does not prevent such persons from giving as a reference a written testimonial of your ability, experience or character, for submission to the School with your application for employment).

Name:

Position:

Relationship:

### Declaration:

I hereby apply for voluntary placement with Barley Fields Primary School. To the best of my knowledge all the particulars I have given are true. I understand that the deliberate provision of false information may disqualify me from employment or render me liable to instant dismissal if coming to light after my employment. I also understand that canvassing of Elected Members, senior officers of Stockton Borough Council, a member of the Senior Leadership Team Members or employees of the school, whether done directly or indirectly, will result in this application being disqualified.

Name:

Date:

Please return the form to school.

If you are not called for interview within 30 days of the closing date please assume that you have been unsuccessful in your application.