



## Community Association for West Hampstead Volunteering Registration Form

Surname: \_\_\_\_\_ First Name \_\_\_\_\_

Address&  
Post code \_\_\_\_\_

Main Number : \_\_\_\_\_ Emergency  
Number : \_\_\_\_\_

Email: \_\_\_\_\_

What type of voluntary work would you like to do?  
\_\_\_\_\_  
\_\_\_\_\_

What relevant qualifications do you have?  
\_\_\_\_\_  
\_\_\_\_\_

What skills and experience would you bring to the organisation? (e.g. previous voluntary work, committee work, life experience etc)  
\_\_\_\_\_  
\_\_\_\_\_

What training might you like if it were available?

Relevant educational and training experience

Anything you would like to add to help us find the right opportunity for you?

**NAMES AND ADDRESSES OF REFEREES.** One should be someone who knows your recent work well (if you are employed it should be your existing employer, if you have been studying it should be a tutor.) Your referees will not be contacted before a firm offer of a volunteer place is made to you.

**Referee One**

Name

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Name

Address

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Address

Post Code

---

Post Code

Phone number

---

Phone number

Phone number

---

Email

Email

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As far as you know, do you have a relationship with any staff/board member of CAWH connected with this position, if so who?

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When would you be available to start?

#### **DECLARATION**

By virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975, and the Rehabilitation of Offenders Act 1974 (Exemptions) (Amendments) Order 1986, the post which you have applied for is exempt from Section 4 (2) of the Act in order to protect the public. We are therefore required to ask you to disclose all current and/or spent Criminal Convictions if you are shortlisted for the post.

Any such information will be treated in the strictest confidence and will only be used in consideration of your suitability for volunteering in exempt posts.

If you knowingly conceal or omit any relevant facts and discovery is made after you have been offered a volunteer place then you may be dismissed without notice. It may be necessary for a Police Computer Check to be made. Thank you for your assistance

YOU MUST CROSS OUT EITHER A OR B and sign and date the form

A: I have No Current or Previous Convictions

B: YES I do have a current and/or spent conviction(s) (If you are shortlisted we will require further details)

Name (please print)

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Post applied for:

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Signature

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Date:

1. I agree that the information I have provided will be kept in my personnel file for the duration of my volunteering with the organisation and processed in accordance with GDPR requirements.

2. I agree that, if I am successful in securing a volunteer position, I will apply for a Disclosure and Barring Service (DBS) check if the role requires it. I understand that if I fail to do so, or if the DBS disclosure is not satisfactory to the organisation, any offer may be withdrawn or my volunteer position may be terminated.

I confirm that I am volunteering for out-of-pocket expenses only. I agree that CAWH may store the information I have provided for internal use only, and that my contact details may be shared with relevant staff and trustees for the purposes of coordinating my volunteering.

Signed

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Date

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