

# Volunteer Application Form

Home-Start in Barnet & Harrow is committed to safe recruitment practice as an important part of safeguarding and protecting children and vulnerable adults.

**DATA PROTECTION: Please Password Protect this form before emailing it to us and send us the password in a separate email.**

Please complete this form as fully as possible.  
If you have difficulty with it give us a call us and we can help.

Your Full Name	
Postal Address & Postcode:	
Home tel. No.:	Mobile no.:
Email address:	Date of Birth (optional):
Emergency Contact Name and No:	

## REFERENCES

Please provide the full names, email and physical addresses of TWO referees you have known for at least of 2 years.

One of them should be a **professional referee**, e.g. a previous employer, school or college Head, or another professional such as a religious leader or volunteer supervisor. Your other referee can be someone you know socially, but **not a family member**.

Please **get permission from your referee** before giving us their details. We need the Full Name, Email Address, Postal Address and Mobile Number of both referees.

Thank you!

REFEREE 1:	REFEREE 2:
Name:	Name:
Email:	Email:
Mobile:	Mobile:
Postal Address & Postcode:	Postal Address & Postcode:
In what capacity do you know this person?	In what capacity do you know this person?

**Home-Start requests a minimum commitment of  
3 hours per week on a regular basis, for at least one year.**

**IF YOU ARE A PARENT, please tick the options that reflect your own parenting experience: ✓**

Parent

Step-Parent

Foster Carer

Other (Please specify)

Please list the ages of your children:

What did/do you find enjoyable about your parenting experience?

What did/do you find challenging about your parenting experience?

What are your interests or hobbies?

Home language:

Additional languages spoken:

**Please give us an idea of your work experience. Starting with the most recent, give details of any relevant paid employment or volunteering experience.**

Organisation name	Role title	From	To	Brief description of duties

**Do you have skills or personal experiences which may be relevant to your work as a volunteer for Home-Start Barnet & Harrow?** Please include any details of support you have provided to others:

**Volunteers are in a privileged position**, visiting families in their own homes and having contact with young children, and Home-Start has a responsibility to ensure that no one who could misuse this trust becomes a volunteer. It is therefore essential that you complete and sign this form. Before you can become a volunteer, we are required to carry out a criminal record check on you. The Disclosure and Barring Service (DBS) helps organisations make safer recruitment decisions and prevents unsuitable people from volunteering or working with vulnerable groups, including children. It replaces the Criminal Records Bureau (CRB) and Independent Safeguarding Authority (ISA).

Have you had any personal contact with Social Services/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 Barnet provide to enable you to volunteer? Please provide detail, continue on separate sheet if required.	Yes/No
Have you ever been dismissed 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	
<b>If you answered yes to any of the questions above, please give details below:</b>		
<p>If you fail to 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.</p>		
<b><i>I know of no reason why I would be unsuitable to be a Home-Start volunteer and will report any changes in my circumstances that may affect my role.*</i></b>	Yes	No

You will be required to complete an Enhanced Disclosure and Barring (DBS) application form and details of any criminal convictions or cautions found will be passed on to Home-Start Barnet, therefore it is important that you disclose any issue we need to be aware of on your application form.

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

If you have any concerns, please discuss them with Luci Yellon.

Thank you

<b>Declaration</b>			
<i>I hereby authorise Home-Start Barnet &amp; Harrow to carry out a criminal record (DBS) check at an enhanced level with the appropriate agency.</i>			
<i>I understand that my National Insurance number, passport and/or driver's license will be required for identification purposes.</i>			
<i>I further understand that Home-Start Barnet &amp; Harrow may hold personal information about me, including sensitive information such as age, race, sex and disabilities, in paper records and on their computer, for 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>			
<i>I understand that I may ask to see my records at any time.</i>			
<b>Signed</b>		<b>Date:</b>	
<b>Print Name</b>			

\* child/ren in care/criminal proceedings brought against me etc

This section is not used for volunteer selection purposes. It is for Home-Start statistical purposes and allows us to compare the diversity of our volunteers with the families we support and the local community within which we work.

**Asian or Asian British**

Indian

Pakistani

Bangladeshi

Any other Asian background.  
Please specify

**Black or Black British**

Caribbean

African

Any other Black background.  
Please specify

**White**

British

Irish

Any other White background.  
Please specify

**Chinese / Other Ethnic group**

Chinese

Other (Please specify)

**Mixed**

Any mixed background

**Immigration Status**

Are you a British Citizen or  
national of European Economic  
area? **Y/N**

Do you have the right of  
residence in the UK?  
**Y/N**

Are you an asylum seeker?  
**Y/N**

**Do you have permanent leave to remain in the UK? YES / NO**

**Disability**

Do you consider yourself to have a disability? **YES / NO**. If yes, please specify:

**Gender**

Male

Female

Transgender

Prefer not to say

**Sexual Orientation**

Heterosexual

Lesbian

Gay

Bi-sexual

**Transport** (please tick all that apply)

Car owner

Not on public transport route

Access to a car

Other (please specify)

On public transport route

**What are your reasons for volunteering for Home-Start?** (please tick all that apply)

To gain new skills/experiences in order to find employment

To gain new skills/experiences in order to change employment

To access training opportunities

For the opportunity to give something back

To be involved in the community

For the opportunity to work with children and families

Due to empathy with difficulties of family life

Received support as a Home-Start family yourself

Student placement

To gain new skills/experiences in order to find employment

Other, please specify

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**Is there any other information you would like to add?**