

CONFIDENTIAL- LIBERTY CHILD VOLUNTEER APPLICATION FORM 2008

Liberty Child Holiday 2008: Volunteer Application Form

Please print clearly & answer all questions. Send the completed form and any extra sheets to: Volunteer Booking, Liberty Child, c/o Vitalise Bookings, Shap Road Industrial Estate, Shap Road, Kendal, Cumbria, LA9 6NZ. If you have any questions, call 0845 345 1970, Fax: 01539 735 567, or email: bookings@vitalise.org.uk or general information: info@vitalise.org.uk.

Surname	
First Name	
Mr/Mrs/Miss/Ms	
Address, inc postcode	
Telephone- fixed & mobile- please give all codes	
Email address	
Contact details if above will change, please give dates	
Date of Birth	
Nationality	
Occupation	
Are you currently employed?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Please select the week/s for which you are applying:	Wk 1: 13 th to 20 th August 2008, Vitalise Churchtown <input type="checkbox"/> Wk 2: 17 th to 24 th August 2008, Dukes Barn <input type="checkbox"/>
Are you available for the whole period? If not, when are you available within the period?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have any special dietary requirements? If so, please specify	
Please give emergency contact name, relationship to you and telephone number	
Do you have a clean D1 driving licence and are aged over 25 and have current MIDAS training certificate? If yes, and you would be prepared to drive a minibus during the holiday, please enclose a copy of your MIDAS certificate & licence (both parts if new photo style). Yes & copy MIDAS & licence enclosed	

Previous experience:

Have you previously been a volunteer with:	
Liberty Child? If so, when?	Yes <input type="checkbox"/> No <input type="checkbox"/> Dates:
Vitalise? If so, when and where?	Yes <input type="checkbox"/> No <input type="checkbox"/> Dates & locations:
Have you previous experience of working with persons with disabilities?	Children/Young people Yes <input type="checkbox"/> No <input type="checkbox"/> Adults Yes <input type="checkbox"/> No <input type="checkbox"/>
If so, please give details- dates & locations/organisations	
Do you have any relevant qualification relating to working with children or people with disabilities? If so, please give details	
Do you have any medical or physical condition that might affect your ability as a volunteer? If so please give details, or attach a medical certificate. If it subsequently transpires that you have an undeclared condition that, in our opinion, renders you unsuitable to be a volunteer, we may ask you to leave the holiday immediately.	
After adequate training and with appropriate assistance, are you prepared to move people and push wheelchairs?	Yes <input type="checkbox"/> No <input type="checkbox"/>
What do you believe you can offer to children on a Liberty Child holiday?	
Do you have any skills or interests that might contribute to the holiday, e.g. music, drama, painting, sports?	
How did you hear about Liberty Child?	

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Convictions:

As we work with Children and Young people, this work is covered by the Rehabilitation of Offenders Act 1974 (Exemption Order 1975). Accordingly, volunteers are not entitled to withhold information about convictions which, for other purposes, would be considered "spent". Disclosure of information will not automatically bar you from becoming a volunteer. We will also ask you to complete an application form for an Enhanced CRB check before you can be accepted onto the holiday. We regret that, under the CRB Code of Practice (available at www.crb.gov.uk), we cannot accept CRB Disclosures made to any other organisation. The Liberty Child Policy on Employment of Ex-Offenders is provided with this application.

Do you have any convictions for criminal offences?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, please supply full details, on a separate sheet if necessary, including date of conviction, offence and sentence.		
Do you have an existing enhanced CRB check issued to Liberty Child within 18 months of this application?	Yes <input type="checkbox"/>	No <input type="checkbox"/> If Yes, please enclose it with this application.

References:

For the same reasons, we require first time volunteers to Liberty Child to provide us with details of two independent referees who have known you personally for 2 years and whom we will contact to obtain information as to your suitability as a volunteer for Liberty Child. Please provide the following details for each:

Reference 1: Full name	
Address, inc postcode	
Telephone, inc code	
Email address	
Capacity in which they know you- friend, tutor, employer etc	
Number of years known to you	
Reference 2: Full name	
Address, inc postcode	
Telephone, inc code	
Email address	
Capacity in which they know you- friend, tutor, employer etc	
Number of years known to you	

Travel Expenses

As a charity, Liberty Child does not pay its volunteers, but it will reimburse expenses actually incurred in travelling to and from the holiday centre by the cheapest means of public transport in mainland UK only. Receipts will be required. If you travel by any other means, Liberty Child will reimburse you only to the limit of the above amount.

Will you be seeking reimbursement of travel expenses?	Yes <input type="checkbox"/> No <input type="checkbox"/>
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Volunteer Costs

Liberty Child has to pay for the board and lodging of its Volunteers. Are you interested in making a donation towards these costs? If so, how much would you like to pay? £

Declaration

I hereby declare that the information I have given on this form, and on any separate sheets, is correct to the best of my knowledge and belief. I further acknowledge that I will abide by the terms of the Volunteer Policy and the standards of conduct expected of Volunteers with Liberty Child. I understand I will be delivering personal care to the guests.

Signed:..... **Date:**.....

Name:.....

Data Protection Act 1998: We will store your details in a secure database so that we can inform you of appropriate news, volunteering opportunities and other information that could be of benefit to Liberty Child. Please indicate whether we may contact you in this way using the information: Yes, contact me No, do not contact me If you want your details to be removed from our database, please contact us at the address below.

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