



Community Childcare Centres

Growing Places

## Volunteer Application

“Community Childcare Centres is committed to safeguarding and promoting the welfare of children and young people and expects all staff, parents, students and volunteers to share this commitment”

### Section 1 – APPLICATION DETAIL

PLEASE STATE REASONS FOR APPLYING FOR A VOLUNTEER POSITION WITHIN COMMUNITY CHILDCARE CENTRES

Dates/times you are **not** available for interview:

### Section 2 - PERSONAL INFORMATION, SKILLS & EXPERIENCE

Title (Mr, Mrs, Miss, Ms, etc.):

National Insurance No.

Surname:

Forenames:

Previous names:

Current address:

Preferred contact number:

Email:

Do you already have a current valid DBS number?

*Note: an application for a DBS certificate will be submitted in the event of the applicant being offered the position.*

YES/NO

Do you hold a full driving licence?

*If YES, please provide further details in box below. If NO, please go to **SECTION 3***

YES/NO

Do you have any other training, qualifications, skills or personal qualities relevant to volunteering at Growing Places?

*Continue on a separate sheet, if required*

**Section 2 - PERSONAL INFORMATION, SKILLS & EXPERIENCE continued...**

Please give details of your any **relevant skills / employment**, beginning with your present or most recent

Name of relevant employer	Position held	From Month/Year	To Month/Year	Other information:

**Relevant hobbies / interests:**

**Section 3 – OTHER PERSONAL INFORMATION**

Have you made a previous application to the Company? If so, when was this and what was the outcome?

Do you know, or are you related to, any other employees of the Company?

YES/NO

*If your answer is “yes”, please provide the name or names of the employee(s) and either the capacity in which you know them or your relationship to them:*

If you consider yourself to have a disability, please give details of any special arrangements or adjustments you would require for attending interview:

**Section 4 – REFERENCES (please give the names AND details of two references)**

<b>FIRST REFEREE</b>	<b>SECOND REFEREE</b>
Name: Address:  Post code: Telephone number: Email:	Name: Address:  Post code: Telephone number: Email:
How this referee knows you:	How this referee knows you:

**PRIVACY NOTICE / STATEMENT** - Growing Places' is registered under the Data Protection Act 1998 registration no Z8685195, and any data collected will be used and held in accordance with the requirements of the Data Protection Act 1998, and its successor, the General Data Protection Regulations (GDPR, May 2018). We keep your application form personal information for a minimum of 6 months, such that should any vacancies arise we are able to contact you and potentially invite you in for interview. Should you be successful at interview stage, the details you have submitted on this application form will be used to manage company recruitment procedures and we will keep you details within our HR personnel systems for the duration of your employment. Should your application **not** have been successful, we will securely dispose of your application form and personal details after 6 months.

