



Passionate about maintaining relationships

Volunteer Application Form – Chichester Child Contact Centre

Please return the completed volunteer application form to:

Chichester Child Contact Centre
Christ Church,
Old Market Avenue
Chichester
Po19 1SW

Or via email: coordinator@chichesterchildcontactcentre.org

STRICTLY CONFIDENTIAL

Full Name:
Address:

Postcode:

Phone Number:
Email Address:

When would you be available to start volunteering at our Centre?

References

Please provide the names and addresses of two referees. They should not be directly related to you and should be over 18 years of age. You should have known them reasonably well for at least two years on a personal level and one of the referees should be somebody who knows you professionally.

References (please fill in)	
Name:	Name:
Address:	Address:
Postcode:	Postcode:
Phone Number:	Phone Number:
Their relationship to you:	Their relationship to you:

References will be taken up and a criminal records check will be undertaken before you begin volunteering at our Child Contact Centre.

Signed: Date:

Health & Safety

In relation to Health & Safety, it is important that we know if there are any aspects of volunteering at our Centre that you would not be able to cope with (e.g. lifting), A disability or health problem does not necessarily exclude you from volunteering at the Centre. All information given will be treated with the strictest confidence. Please give any relevant details below:

It is important that you inform us if you should suffer from any illness in the future that may affect your ability to volunteer for the organisation or that would put others at risk.

Criminal Records Checks

As volunteering in our Child Contact Centre involves working with children, all volunteers have to be checked with the Disclosure and Barring Service (DBS). You will be asked to complete a 'Disclosure Application Form', and provide evidence of identity, before it is sent off to the National Association of Child Contact Centers who are registered with the DBS to apply for the checks on our behalf. Please let us know if you are registered with the DBS for online checks. A prior criminal conviction may not prevent you from volunteering at our Centre, but failure to disclose relevant convictions in full will result in immediate suspension pending investigation.

The following questions are optional – but it would really help us to know a bit about you.

Employment Status (please tick)			
Not currently seeking employment		Retired from employment	
Unemployed but seeking employment		In full time employment	
In secondary / higher education		In part time employment	
Involved in training scheme		Duke of Edinburgh	
Self employed		School / college placement	
Prince's Trust		Other	

What experience and skills do you bring to our Child Contact Centre? (Please tick)							
Administration		First Aid		Training		Clerical	
Caring for others		Fundraising		Public Relations		Finance	
Catering		Health & Safety		Secretarial		Information Technology	
Organisational		Working with children		Legal			
Other (please give detail)							

Please give details of any other organisation you have volunteered with (if applicable)

Voluntary organisation	Date from	To	Position and responsibilities

How did you hear about volunteering at the Child Contact Centre (please tick)

Online Search	<input type="checkbox"/>	A Family who has used our services	<input type="checkbox"/>
NACCC Website	<input type="checkbox"/>	Local Services / Media coverage	<input type="checkbox"/>
Social Media	<input type="checkbox"/>	Our Contact Centre Website	<input type="checkbox"/>
Current Volunteer	<input type="checkbox"/>	Other	<input type="checkbox"/>

Are there any skills you wish to develop / learn?

What special interests / hobbies do you have?