

VOLUNTEER APPLICATION FORM

First Name:	Surname:
Home Address:	
Telephone No:	
Mobile No:	
Email Address:	

What would you like to achieve through your voluntary work at the organisation?

Do you have any support needs? Please specify

Previous experience:



Any other information relevant to the post:

Days/hours available:

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
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How did you hear about LifeCare?

References

Please supply the names and addresses of two referees who know you well. This may be a previous or current employer, neighbour, head teacher or a previous volunteering project. Please note that a referee cannot be a relative.

<p>REFEREE 1</p> <p>Name:</p> <p>Relationship to referee:</p> <p>Position:</p> <p>Address:</p> <p>Telephone:</p> <p>Email:</p>	<p>REFEREE 2</p> <p>Name:</p> <p>Relationship to referee:</p> <p>Position:</p> <p>Address:</p> <p>Telephone:</p> <p>Email:</p>
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EQUAL OPPORTUNITIES MONITORING FORM

To help us monitor the effectiveness of our Equal Opportunities and Recruitment Policies we would like you to fill in this form. If you choose to complete it, any information given is treated in the strictest confidence.

Please tick the appropriate boxes.

Which of the following groups do you consider you belong to?

White

Scottish Other British Irish

Any other white background, please write in _____

Mixed

Any mixed background, please write in _____

Asian, Asian Scottish or Asian British:

Indian Pakistani Bangladeshi Chinese

Any other Asian background, please write in _____

Black, Black Scottish or Black British

Caribbean African

Any other Black background, please write in _____

Other ethnic background

Any other background, please write in _____

Gender: _____

Date of Birth: _____



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CRIMINAL CONVICTION SELF DECLARATION

We ask all volunteers with us to give us information of previous convictions. Having a previous conviction does not automatically bar you from volunteering with us but it will help us, in discussion with you, decide if the opportunity you have applied for is the most suitable. All information given here will be kept in your personal file which can only be accessed by authorised staff.

Under the terms of the Rehabilitation of Offenders Act 1974 you are entitled to withhold information about any convictions against you which are now "spent". Please see the next sheet for full details about this.

You may only withhold information on 'spent' convictions.

Please ask us if you need any help completing this section of the form and we will be happy to assist you.

Conviction

When Occurred

Criminal Convictions Pending

I declare that, to the best of my knowledge, the above information is correct. I understand that if I take up a volunteer opportunity and it is found that I have deliberately given false information or withheld relevant information then the opportunity may be withdrawn.

Signature: _____

Date: _____



Further Information about 'Spent' Convictions and Rehabilitation Periods

(REHABILITATION OF OFFENDERS ACT 1974: REHABILITATION PERIODS)

What is a 'Spent' Conviction?

Convictions are 'spent' when a specific period of time – known as a 'rehabilitation period' – has passed since you were convicted and you have not re-offended during that period.

How long is a 'Rehabilitation Period'?

The length of a 'rehabilitation period' will depend on the sentence received, and sentences longer than 30 months imprisonment can never be 'spent'. The table below gives details of the length of 'rehabilitation periods' for various sentences.

SENTENCE RECEIVED	AGED 18 YEARS AND OVER AT TIME OF CONVICTION	AGED UNDER 18 YEARS AT TIME OF CONVICTION
Prison or young offender institution (immediate or suspended sentence) over 6 months but less than 30 months	10 years	5 years
Prison or young offender institution (immediate or deferred sentence) of 6 months or less	7 years	3½ years
Fine/community service/supervised attendance order/curfew order	5 years	2½ years
Absolute discharge or admonishment	6 months	6 months
Disqualification	Until disqualification period ends	Until disqualification period ends
Probation imposed after 5 February 1995	5 years	2½ years or length of probation period, whichever is longer
Hospital order	5 years from date of conviction or 2 years from the termination of the hospital order, whichever is longer	5 years from date of conviction or 2 years from the termination of the hospital order, whichever is longer



DISCHARGE ETC FROM HER MAJESTY'S SERVICE

SENTENCE RECEIVED	AGED 18 YEARS AND OVER AT TIME OF CONVICTION	AGED UNDER 18 YEARS AT TIME OF CONVICTION
Discharge with public disgrace or dismissal with public disgrace	10 years	5 years
Dismissal	7 years	3½ years
Any detention in respect of a conviction in service disciplinary hearings	5 years	2½ years

Suspended sentences (England and Wales) will carry a rehabilitation date should the sentence be imposed.

