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| **Personal Details** |

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| Title and full name: |  |
| Known as: |  |
| Address including postcode: |  |
| Home telephone no: |  |
| Mobile telephone no: |  |
| Email address: |  |

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| Are you related to an RNC employee or Governor? This is to ensure that, the individuals involved are protected from allegations such as propriety, bias, or conflict of interest on any subsequent appointment. Please state name and relationship: | |
| Please indicate your availability stating preferred days and times: |  |
| Please indicate your preferred area for volunteering: | Classroom support  Sport  Reading and/or scribing for exams  Recreational Activity Support (evenings and weekends)  Driving college cars or Minibuses  Gardening  Other – please specify: |

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| **Employment history:** |

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| **Please list positions in date order, including the month and year, with the most recent first. You should account for any gaps in your employment history.**  Include part-time work, holiday jobs, and voluntary roles.  Please continue on a separate sheet if necessary. | |
| Name and address of employer, and nature of business: |  |
| Dates employed from – to MM/YY |  |
| Position held: |  |
| Reason for leaving: |  |
| Name and address of employer, and nature of business: |  |
| Dates employed from – to MM/YY |  |
| Position held: |  |
| Reason for leaving: |  |
| Name and address of employer, and nature of business: |  |
| Dates employed from – to MM/YY |  |
| Position held: |  |
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| Dates employed from – to MM/YY |  |
| Position held: |  |
| Reason for leaving: |  |
| Name and address of employer, and nature of business: |  |
| Dates employed from – to MM/YY |  |
| Position held: |  |
| Reason for leaving: |  |

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| **Education and Relevant Qualifications** | | |
| **Place of study** | **Qualification** | **Date achieved** |
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| **Supporting Statement** | | |
| Please state why you wish to become a volunteer and provide details of skills, knowledge and experience, or hobbies that you would like to share with our students:  Please continue on a separate sheet if necessary. | | |
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| **References** | | |
| Please provide details of two referees who are in a position to provide relevant comment on your performance, one of which must be your most recent employer. If you have not worked in the last 7 years, please provide two independent character referees outside of your family. | | |
| **Referee 1** | | |
| Name: |  | |
| Position: |  | |
| Address: |  | |
| Email address: |  | |
| Telephone no.: |  | |
| **Referee 2** | | |
| Name: |  | |
| Position: |  | |
| Address: |  | |
| Email address: |  | |
| Telephone no.: |  | |
| RNC is committed to safeguarding and promotes the welfare of all learners and staff.  If you are appointed, you will be required to undertake an Enhanced Disclosure & Barring Service (DBS check).  Volunteer roles are exempt from the Rehabilitation of Offenders Act 1974. You are required to declare any convictions (spent or unspent) cautions, warnings, and bind-overs you may have, that are not protected regardless of how long ago they occurred, as well as any pending criminal proceedings or current police investigations. (Further information about filtering offences can be found in the DBS filtering guide).  [DBS filtering guide - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/dbs-filtering-guidance)  Having a criminal record will not necessarily prevent you from volunteering; this will depend on the nature of the offence(s) and their relevance to the role. However, should you not declare any of the above and this is subsequently revealed, e.g., through the DBS check, then this may place your appointment at risk. | | |
| Do you have a criminal record? | |  |
| In line with Keeping Children Safe in Education DfE (2022) guidance, candidates should note that RNC reserves the right to undertake online searches of prospective candidates as part of our due diligence on individuals. Any information that arises from the online checks would form part of our recruitment process. | | |

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| **Declaration** | |
| I declare that the information I am giving in this application is accurate and true. I understand that providing misleading or false information may disqualify me from appointment, or may result in my volunteer role being withdrawn and referral to the Police and/or DBS’ | |
| Applicant’s signature: |  |
| Date: |  |

Please return by email to: [liz.quick@rnc.ac.uk](mailto:liz.quick@rnc.ac.uk) or post to HR, RNC Venns Lane Hereford HR1 1DT