

Hampshire Volunteer Centres VOLUNTEER REGISTRATION FORM

First Name		Title	
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Second Name		ID No <i>We will provide this</i>	
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Address	
	Postcode:

Day-time telephone no	
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Evening telephone no	
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Mobile no	
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Email	
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Where did you hear about us?

What made you think about volunteering? What do you hope to get out of the experience?

Relevant experience *(Paid or voluntary work)*

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Are there any factors that may affect your ability to volunteer?

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When would you be available to volunteer?

(Please tick the boxes when you could be available, you are not committing yourself to these times)

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
AM							
PM							
Eves							

VOLUNTEERING WHILE CLAIMING BENEFITS – THE BASIC RULES

- You can volunteer for as many hours as you want, as long as you still meet the conditions to get your benefit or tax credit. The old rule that you could only volunteer for 16 hours a week no longer applies.
- You can generally be refunded for your expenses by the organisation you are volunteering for without it affecting your benefit or credit. For tax credit purposes, any expenses you get for doing voluntary work will usually be disregarded when it comes to working out your income.
- If you are getting an income-related benefit, like Income Support, Jobseeker’s Allowance, Council Tax Benefit or Housing Benefit, then you must declare any payment, payments in kind, or expenses you receive for doing voluntary work. You will also need to keep all your receipts, to back up your claim.

From A Guide to Volunteering While on Benefits, Department of Work and Pensions

CRIMINAL RECORD BUREAU CHECKS

Some volunteer opportunities, particularly if you are working with children or vulnerable adults, are subject to Criminal Record Bureau (CRB) checks. "A CRB check is a check with police records on the person carried out by the Criminal Records Bureau. They are referred to as 'Disclosures' and there are different levels, depending on the level of check required, which is determined by the kind of work or activity being carried out."

From *Pass it On, a good practice resource for Volunteer Centres*, Volunteering England

INFORMATION FOR VOLUNTEERS

Please ask Volunteer Centre staff for any further information you need about the issues surrounding volunteering: expenses, insurance, CRB checks, references, volunteering while on benefits, equal opportunities, health and safety, training, confidentiality, volunteers and the law, volunteers' rights and responsibilities, roles of trustees ... whatever you want to know, we are here to help.

REFERENCES

Please give names and addresses of two referees (whom you have known for at least two years and are not related to) who will confirm your suitability for this role. References will not be taken up until after interview.

1.

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2.

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EQUAL OPPORTUNITIES MONITORING

The Volunteer Centre is committed to equal opportunities. We welcome applications from people regardless of age, sex, marital status, class, sexual orientation, race, colour, nationality, ethnic origin, religion, employment status, health status, political belief, unrelated criminal conviction, disability or caring responsibility. The following information will be used for statistical purposes, to enable us to monitor and evaluate the service we provide.

Date of birth						
Gender						
Age range (please circle as appropriate)	Under 15 40-44	15-18 45-49	19-25 50-54	26-29 55-59	30-34 60-64	35-39 Over 65
Employment status (please circle as appropriate)	Employed Not employed Student	Employed part-time Retired Unable to work	Houseperson Self-employed Unemployed			
Ethnicity (please circle as appropriate)	Asian White and Black African White British	Black African White and Black African	Black Caribbean Pakistani White and Black Caribbean White Irish	Indian White and Black Caribbean Other		
Nationality						
Disability status	Self Classified		Not Disabled			
Driving	Has a full driving licence		Own transport available			

DATA PROTECTION

I give permission to Volunteer Centre Eastleigh to pass the information contained in this form to those organisations in which I have expressed interest, as discussed and agreed with Volunteer Centre staff*. I also agree to my details being kept on the Volunteer Centre's secure database for administrative purposes only.

Signed _____ Date _____

* Please tell us if there is any information you have given to Volunteer Centre staff in confidence that you **do not** wish to be passed on to an organisation looking for volunteers.