

# THE EXAIREO TRUST

## VOLUNTEER APPLICATION FORM

APPLICATION FORM	
Name:	Tel:
Address:	Email:
Do you have a full driving licence?	Do you have access to a car?
<p style="text-align: center;"><b><u>Suitability for Voluntary work</u></b></p> <p>Please write why working at Exaireo interests you and what qualities you would bring.</p> <p>Is there any particular jobs you would like to volunteer for: e.g. Upcycling, Paint, Collections, Shop, Marketing and Social Media etc?</p> <p>What expertise do you think you could bring to the project?</p> <p>What Days and times are you available to volunteer?</p> <p>Professional Qualifications:</p>	

The volunteer post that you are applying for involves working with vulnerable adults. Therefore we request you disclose all information related to past criminal convictions.

Have you ever been convicted by a court or cautioned, reprimanded or given a final warning by the police? The post you have applied for is exempt from the rehabilitation of offender's act 1974, which means that all convictions, cautions, reprimands and final warnings on your criminal record need to be disclosed.

Please tick Yes or No

☐ Yes                      ☐ No

If yes please give details of the offence, penalties and dates.

Your declaration will only be read by the relevant management and will be kept in confidence. Criminal records disclosure will be a requirement of all volunteers that work at any of Exaireo Trust. This will be obtained by us.

Please read and sign the declaration below.

I confirm that the information provided on this form is correct and complete, and that any misleading statements may be sufficient for canceling any agreements made. I understand that if engaged by Exaireo Trust in a voluntary capacity an enhanced disclosure will be sought.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

<b>Referees</b>	
Please give the Name, Address and Telephone number of 2 people, one of whom should be relevant to your present or last employment.	
<b>Referee 1</b>	<b>Referee 2</b>
<b>Notes for applicants</b>	
<p><b>Please be aware that we can not be responsible for the loss / theft of any personal belongings whilst volunteering on the project.</b></p>	
<p><b>Please return your completed application form to:</b></p> <p>Steve Meadwell  The Exaireo Trust  Unit 4  Weldon Road  Loughborough  LE11 5RN</p>	

THE EXAIREO TRUST LTD  
EQUAL OPPORTUNITIES POLICY  
Monitoring of Recruitment

*Exaireo Trust is fully committed to the promotion of equal Opportunities both in the provision of its service and its capacity as an employer. Recruitment and selection procedures and practices throughout the organisation are monitored to ensure that the equal opportunities policy is properly operated. To aid us in this process, we would be grateful if you would complete the details below.*

Name\_\_\_\_\_

Post applied for\_\_\_\_\_

How did you hear of Exaireo / G and S Services\_\_\_\_\_

\_\_\_\_\_

To which of the following would you describe yourself as belonging (please tick box)

	Male	Female
White	<input type="checkbox"/>	<input type="checkbox"/>
Black	<input type="checkbox"/>	<input type="checkbox"/>
Asian	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>

(Please specify\_\_\_\_\_

Do you consider yourself to have a disability? YES / NO

Are you registered disabled? YES / NO Registration number

Please describe your disability \_\_\_\_\_

This monitoring form is detached and has no effect on your application. It is purely for monitoring our equal opportunity policy.