

Volunteer Application Form



This form is used to record important information about our volunteers. This will be stored securely and will only be used by ACE IT staff. If you have any questions or concerns about any of these questions below, please discuss with a member of staff. All forms will be kept confidential.

Contact Information

Mr Mrs Miss Ms	Name	Address	DOB
Telephone Number	Mobile	Email	Preferred method of contact

Emergency Contact

This information is only used in the event of an emergency to notify your chosen contact. Please indicate which (if any) of the numbers provided is preferred.

Full Name	Relationship	Mobile Phone
Home Phone	Work Phone	Preferred method

Do you have any medical conditions you would like us to be aware of?

Are there any areas of support you may need to enable you to volunteer with us? If so, describe here:

Present or previous occupation

ACE IT: 25 (BF03) Nicolson Square, Edinburgh, EH8 9BX

Telephone: 0131 667 2053 / 07737 738 551- Website:
www.aceit.org.uk Scottish Charity Number: SC036315



Qualifications & Skills

Any tutoring / befriending / relevant experience?

Why do you want to volunteer for ACE IT?

Where did you hear about us?

Please provide two References – at least one of these should be job related.

Reference 1

Name:	Phone Number:	Address:
Email:	Relationship:	

Reference 2

Name:	Phone Number:	Address:
Email:	Relationship:	

Criminal Convictions Declaration Form
Disclosure of Offences

Because of the nature of the work for which you are applying, this post is exempt from the provision of **section 4(ii)** of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation Act 1974 (Exclusions and Exceptions)(Scotland) Order 2013 (as amended) and you are therefore not entitled to withhold information about convictions which for other purposes are "spent" under the provisions of the ACT and in the event of employment(including voluntary work). Any failure to disclose such convictions could result in dismissal or disciplinary action by the organisation.

Have you ever been convicted of a criminal offence? Yes No

Do you have a court appearance pending or have you been charged by the police for a criminal offence? Yes No

If YES please give brief details. Any details you supply will be treated in strict confidence and will not automatically exclude you from further consideration for this post.

I confirm that the details I have given above are to the best of my knowledge correct.

Signature

Name

Date

This form must be signed by anyone applying to work with ACE IT either in a paid or voluntary capacity.