

REFERENCES:

Please give the names and addresses of two referees (one should be a professional referee where possible):

**(1) Name:**

**Position:**

**Address**

**Telephone Number:**

 **Email:**

 **Relationship:**

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**(2) Name:**

**Position**

**Address:**

**Telephone Number:**

 **Email:**

**Relationship:**

Personal Contacts – **Please detail any personal contacts or relatives within Age UK West Sussex:**

Rehabilitation of Offenders Act 1974 and associated orders.

**Because of the need** **to protect vulnerable clients, those applying for voluntary work with this scheme are exempt from the Rehabilitation of Offenders Act. You are therefore required to declare if you have any criminal convictions, even those that might for other purposes be considered ‘spent’. We appreciate your honesty with this, and would point out that previous criminal convictions may not necessarily prevent volunteering.**

 Criminal Offences – **Have you ever been convicted of a criminal offence? Please circle the answer:**

**No: I have never been convicted of a criminal offence.**

**Yes: If your answer is yes please give details of date(s) of offence(s) and sentence passed on a separate sheet of paper and placed in an envelope marked strictly confidential. This information will only be used in connection with your application as a volunteer.**

Please note most roles staff/volunteers have working with vulnerable older people are required to undertake a Criminal Records Disclosure (DBS form). Guidance will be given to applicant. There is no cost to volunteers.

DECLARATION:

I confirm that the information given in this application is accurate and complete.

I understand that if I become a volunteer for Age UK West Sussex, then all matters relating to clients must be treated as confidential. I consent to the details on this form being recorded on a database for internal use only.

**Signed:**

**Date:**