



## Application Form 2010

### SECTION ONE – ALL APPLICANTS

#### Passport Photograph

Please attach a standard passport photo for use on an ID card only.

Attach Photo here

Please do not cut to size.

#### Personal details

(Information in this section will remain confidential within the Volunteer Selection Team)

TITLE Mr/Mrs/Miss/Ms (Please delete as appropriate) OTHER (Please State) .....

SURNAME ..... FORENAMES .....

ADDRESS .....

POST CODE ..... DATE OF BIRTH .....

TELEPHONE (Include area Code) HOME .....

WORK ..... MOBILE .....

EMAIL ADDRESS .....

OCCUPATION ..... EMPLOYER .....

(This may help us when applying for grants)

ETHNIC ORIGIN (for monitoring purposes only) .....

#### Details of any health problems or dietary needs that may be relevant to your voluntary work

.....

### SECTION TWO – ALL APPLICANTS

#### Emergency Contact Details

Please give details of someone we would be able to contact in the case of an emergency on camp.

Please make sure they are available whilst you are on camp!

FULL NAME .....

ADDRESS .....

POST CODE ..... RELATIONSHIP TO YOU .....

TELEPHONE (Include area code) HOME .....

WORK ..... MOBILE .....

## SECTION THREE – ALL APPLICANTS

### Availability for Summer Camp

Please circle the week you are available to help on camp.

It is **important** to include a second choice if possible as this could help to ensure that all weeks are adequately staffed.

	(24-31 July)	(31 July ~ 07 Aug)	(07-14 Aug)	(14-21 Aug)	(21-28 Aug)
1 <sup>st</sup> Choice:	Week 1	Week 2	Week 3	Week 4	Week 5
2 <sup>nd</sup> Choice:	Week 1	Week 2	Week 3	Week 4	Week 5

If you wish to help on more than one week of Summer Camp, please identify which weeks in your first choice selection. Please note that you **cannot** help on **two consecutive weeks**.

I **NEED** to know if I have been accepted for my choice of camps by:

(Please allow time for us to follow up references and CRB checks)

### ‘CAMP DOESN’T BUILD ITSELF...’

The build-up and takedown of Camp, the tents, marquees and equipment requires a considerable amount of hard work and people to ensure everything is completed in a very short period of time. We ask all our volunteers to help out with at least one day of the lorry loading, building or taking down of Camp.

Please circle one (or more!) of these activities that you are able to assist with:

#### Lorry Load

(Tues 20<sup>th</sup> July evening only)

#### Camp Build

(22<sup>nd</sup> ~24<sup>th</sup> July – you don’t have to do all of 3 days!...but you can if you wish!!)

#### Camp Takedown

(28<sup>th</sup> pm ~ 29<sup>th</sup> all day Aug - you don’t have to do both days!...but you can if you wish!!)

#### Lorry Unload

(Tues 31<sup>st</sup> Aug evening only)

Would you be interested in helping on other DKC Weekend Camps?                      YES                      NO

## SECTION FOUR – ALL APPLICANTS

### Interests/Skills (Please circle as appropriate)

(Note: None of the experience, skills or abilities mentioned in this section are essential for Camp Helpers, However, it is important to complete this section to keep information up to date)

Please give details of any experience you have in working with children:

.....

.....

Are you willing to go into the swimming baths whilst on camp?                      YES                      NO

(Night rotas are important for the safety and security of the children on camp. This rota requires at least two different staff to be awake each night, for part or all of the night. Staff will be given time to catch up on sleep. Rotas will be chosen fairly from volunteers. Thanks for your help in this area).

Is there any reason you feel **cannot** be involved in a night duty rota? (if yes, please specify why)                      YES                      NO

Are you willing to cook on camp?                      YES                      NO

Please give details of any first aid qualifications you have?

Will you have a car on camp?                      YES                      NO

(If yes, is it insured for use with Derby Kids’ Camp?)

Have you any experience of driving a minibus?                      YES                      NO

(If yes – please complete the attached Minibus Form)

Please circle any of the following skills or interests you have:

Hill Walking    Outdoor Sports    Indoor Activities    Crafts                      Camp Songs    Equipment

Second Language (Please state) ..... Musical Instrument (Please state) .....

Please specify any other skills or interests that you feel may be useful on camp:

-----

On a future camp would you like to be considered as?:

Camp Leader

Deputy Camp Leader

Cook

To successfully run five weeks of summer camp it requires lots of preparation throughout the year. Are you willing to offer help in any of the following areas? *(please circle as appropriate)*

If you cannot commit yourself to regular attendance, even occasional assistance would be invaluable.

Fundraising

Equipment

Camp Organisation

## SECTION FIVE - NEW APPLICANTS ONLY

If you have not been on any Derby Kids' Camp before, you **MUST** complete this section

Please provide details on an independent referee who can vouch for your character and attitude to children. This should be a teacher, youth leader, minister, employer, or someone similar, but **NOT** someone who is a relative, friend or Derby Kids' Camp member)

Please ensure that your referee is willing and available to supply a reference before completing this section. No new volunteers can be accepted without references.

1. FULL NAME .....

ADDRESS .....

POST CODE ..... TELEPHONE *(Include area code)* .....

If possible please give a second referee as this can help speed up the application process.

2. FULL NAME .....

ADDRESS .....

POST CODE ..... TELEPHONE *(Include area code)* .....

## SECTION SIX - NEW APPLICANTS ONLY

In the interests of improving our profile and attracting new volunteers, could you please detail how you first heard of Derby Kids' Camp *(please circle as appropriate)*

Through a friend *(Name?)* ..... Local press or radio .....

Through a Poster *(Where?)* ..... The Internet

Other *(please state)* .....

**SECTION SEVEN – ALL APPLICANTS  
DECLARATION**

*(Information given in this section will remain confidential to the Volunteer selection team)*

**HAVE YOU BEEN INVOLVED WITH ANY OTHER VOLUNTARY GROUPS IN THE LAST FIVE YEARS?**

*(Please give details including a contact number)*

**HAVE YOU EVER BEEN ASKED TO LEAVE, BEEN DISMISSED/SUSPENDED FROM VOLUNTARY OR PAID EMPLOYMENT WITH CHILDREN?**

*(Please give details including a contact number)*

**I AGREE TO THE INFORMATION GIVEN ON THIS FORM BEING STORED ON AN ELECTRONIC DATABASE FOR ADMINISTRATION PURPOSES.**

*Please circle YES/ NO*

**WE RESERVE THE RIGHT TO MAKE FURTHER ENQUIRIES IF WE FEEL IT NECESSARY**

**I understand that in the instance of an assault on or harassment of another person (eg physical, sexual or verbal), I will be asked to leave the Group (Camp) immediately. Derby Kids' Camp will not be responsible for defending me should criminal proceedings ensue.**

**I AGREE TO THE ABOVE STATEMENT, THAT ALL OTHER INFORMATION I HAVE GIVEN IN THIS FORM IS TRUE AND ACCURATE AND I WILL ABIDE BY THE GROUP'S CONSTITUTION.**

*(A copy of which can be obtained on request).*

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

PLEASE RETURN YOUR COMPLETED FORM AS SOON AS POSSIBLE TO: Michelle Edwards  
Volunteer Organiser  
14 Lynmouth Drive  
Ilkeston  
Derbyshire  
DE7 9HN  
T0115 8771095

If you have any queries about this form, please call:

Thank you for completing this form.

**IF YOU DO NOT RECEIVE A CRB CHECK FORM THIS YEAR, THEN THERE IS NO NEED TO FILL ONE IN.**

**Please note:** Unfortunately we cannot automatically guarantee your place on Summer Camp purely on receipt of your Application Form. All applications need to be processed and your place on Camp will only be confirmed if/when you are contacted by a Camp Leader. Your application will also be subject to a satisfactory CRB check being processed prior to Camp.

To enable fair selection, no application forms will be processed until after the 1<sup>st</sup> February 2010.

**PLEASE ALSO ENSURE THAT WHEN RETURNING YOUR APPLICATION BY POST, THAT YOU APPLY A 'LARGE' STAMP TO COVER POSTAGE COSTS (YOUR FORM MAY OTHERWISE BE DELAYED AT THE POSTAL SORTING OFFICE, AFFECTING YOUR APPLICATION SUCCESS).**