

# The GATEHOUSE

## VOLUNTEER RECRUITMENT INFORMATION

### 1. PERSONAL DETAILS

<b>Name:</b>	
<b>Date of Birth:</b>	
<b>Phone:</b>	<b>Home:</b>
<b>Phone: Mobile:</b>	
<b>Email:</b>	

I am over 18 years of age and I would like to become a Gatehouse volunteer, once I have completed my induction into the service. I have read the Gatehouse ***policies and procedures on the website*** and agree to abide by them.

The Gatehouse use of volunteer data in accordance with the 1998 Data Protection Act:

- I agree that the Gatehouse can securely hold an electronical copy of the information given on this form for a minimum of 6 years for operational need.
- \*I agree that the Gatehouse can hold a paper copy of my name and induction date for a minimum of 50 years.
- \*I agree that the Gatehouse will need to securely hold my information and relevant documents if I am involved in supporting a safeguarding incident, complaint or allegation for a minimum of 50 years.

**\*This is part of a safeguarding management plan and to comply with the organisations liability insurance. Please see the Gatehouse Data Protection policy (on the website) for more information.**

**WHILE THE GATEHOUSE HAS INSURANCE COVER AGAINST ACCIDENT AND INJURY TO ANYONE USING OUR PREMISES, AND EVERY CARE IS TAKEN TO ENSURE THEIR SAFETY, VOLUNTEERS SHOULD UNDERSTAND THAT THEY UNDERTAKE THIS WORK AT THEIR OWN RISK.**

Emergency contact/next of kin:	
<b>NAME:</b> .....	<b>TEL:</b> .....
<b>RELATIONSHIP:</b> .....	
<b>ADDRESS:</b> .....	

**Signed:** ..... **Dated:** .....