



Volunteer Application Form

Your details	
Name	
Address	
Home Phone Number	
Mobile Phone Number	
Email	

Health
<p>Do you consider yourself to have a health issue or disability which is relevant to the placement? Yes* / No</p> <p>(Please note that some health issues or disabilities may affect your suitability for certain Volunteering placements)</p> <p>*If Yes, please give details:</p>

Employment
<p>Are you currently:</p> <p>Employed / Unemployed / Retired / Part-time student / Full-time student</p>



Thatcham Town Council

Brownsfield Road, Thatcham, RG18 3HF

T: 01635 863592

W: www.thatchamtowncouncil.gov.uk

E: enquiries@thatchamtowncouncil.gov.uk



ThatchamTC

Education

Please list any qualifications, skills, experience or training you may have, or are working towards, that you feel may be relevant to the placement.

About You

Please tell us why you would like to start volunteering with Thatcham Town Council and how a volunteering opportunity will benefit you.

Criminal Convictions

Have you ever been convicted of a criminal offence, other than a spent conviction under the Rehabilitation of Offenders Act? *YES / NO

*If Yes, please provide details below:

References

Please provide us with the contact details of 2 suitable referees who we may contact. This could be a current/recent employer, a tutor/teacher from a recognised academic institution, a member of a professional body or someone who knows you well (but cannot be a member of your family).

Referee 1

Name	
Address	
Phone number	
Email	
Relationship to you	

Referee 2

Name	
Address	
Phone numbers	
Email	
Relationship to you	

Please note that some volunteering opportunities will require you to undergo an Enhanced DBS Check.

Type of volunteer role you wish to apply for (tick all that are relevant):						
Administration	Photography	Community Events	Gardening	Property Maintenance	Environmental Enhancement	Other (please specify)

Thattham Town Council may not be able to match you with your desired Volunteering Role. In such instances, we may be able to offer you alternative volunteering opportunities or signpost you to partner organisations.

Declaration

I certify that the information given within this application form is correct, and that I have not omitted or misrepresented any details.

I agree that I have read and understand Thattham Town Council’s Volunteer Privacy Notice (overleaf). I agree by signing below that Thattham Town Council may process my personal information for providing information and corresponding with me.

I understand that I have the right to request modification of the information that you keep on record.

Signed: _____

Print: _____

Date: _____

Volunteer Privacy Notice

When you volunteer for Thatcham Town Council the information you provide (personal information such as name, address, email address, phone number) will be processed and stored so that it is possible to contact you and respond to your correspondence and provide information. Your personal information will not be shared with any third party without your prior consent.

The Councils Right to Process Information

Processing is necessary for the performance of a contract with the data subject or to take steps to enter into a contract.

Information Security

Thatcham Town Council cares to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and relevant policies.

We will only keep your data for the purpose it was collected and only for as long as is necessary. After which it will be deleted.

Your Rights

Access to Information

You have the right to request access to the information we have on you. You can do this by contacting our Data Information Officer: enquiries@thatchamtowncouncil.gov.uk

Information Correction

If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact: enquiries@thatchamtowncouncil.gov.uk

Information Deletion

If you wish Thatcham Town Council to delete the information about you upon expiry of your hire of the hall or community venue, please contact: enquiries@thatchamtowncouncil.gov.uk

Right to Object

If you believe that your data is not being processed for the purpose it has been collected for, you may object: Please contact enquiries@thatchamtowncouncil.gov.uk

Rights Related to Automated Decision Making and Profiling

Thatcham Town Council does not use automated decision making or profiling of personal data.

Complaints

If you have a complaint regarding the way your personal data has been processed you may make a complaint to Thatcham Town Council Data Information Officer: enquiries@thatchamtowncouncil.gov.uk and the Information Commissioners Office casework@ico.org.uk Tel: 0303 123 1113.