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|  | **Winwick CE Primary**  **Adult Volunteer Information**  **2017-2018** | | | | |
| **Name:** |  | | | | |
| **Address:** |  | | | | |
| **Contact Number(s):** |  | | | | |
| **Email Address:** |  | | | | |
| **Please give details of the names and year groups of any children you are related to:** | | | | | |
| **Availability**  ***Please tell us when you are available to come into school. If you are able to come in during a specific slot, please write the times you are available (e.g. 9.00-9.30, 2.00-3.20)*** | | | | | |
|  | **Morning** | **Afternoon** | | **Weekly** | **Other** |
| **Monday** |  |  | | Yes / No |  |
| **Tuesday** |  |  | | Yes / No |  |
| **Wednesday** |  |  | | Yes / No |  |
| **Thursday** |  |  | | Yes / No |  |
| **Friday** |  |  | | Yes / No |  |
| **From time to time, we need additional adult support on school trips or for transporting children to and from different events. If you are able to do this, please indicate below.** | | | | | |
| **School Trips** | Yes / No | **I am able to support with transportation to and from events**  **(e.g. football tournament).** | | | Yes / No |
| **Additional Information** | | | | | |
|  | | | | | |
| I would like to receive my Induction Pack: | | | Via Email / Paper Copy | | |

|  |  |  |
| --- | --- | --- |
| **Volunteer Induction Checklist** | **Yes** | **No** |
| I attended the Adult Volunteer Meeting on Wednesday 07.09.17 |  |  |
| If I didn’t attend the meeting on 07.09.17, I have received an induction from a member of the school’s Leadership Team |  |  |
| I have read the Safeguarding Policy and understand that I must follow the policy/school procedures linking to Safeguarding. (To be sent in pack) |  |  |
| I have read the Confidentiality Policy and understand that I must follow the policy/school procedures linking to Confidentiality. (To be sent in pack) |  |  |
| I understand that to become a volunteer, I will need to have a DBS check and that school will organise this. |  |  |
| I have been given information about what to do in the event of:  (To be sent in pack) |  |  |
| * Fire alarm |  |  |
| * First Aid Incident |  |  |
| * Safeguarding Incident |  |  |
| * I have been given information about general school procedures and about what to do when I arrive/leave the building |  |  |
| Signed: | Date: | |