



## Lady Boswell's Primary School Volunteer Application

Thank you for offering your services as a Volunteer at Lady Boswell's School.

Full name of Volunteer:

Child/children in year/s:

Phone No:

We need all volunteers to be able to commit to at **least one regular time slot each week for a minimum of one academic year**. Please indicate a regular time e.g. 9.00-10.00am, 2.30 – 3.30pm or any other suitable time, as well as the day/s when you may be able to help:

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning					
Afternoon					

*Please note that certain times of the day (assembly and break from 10.20 – 10.55am and lunch time from 12.00 – 1.20pm) are not normally suitable*

In order to comply with safeguarding legislation, for volunteers who are regularly in school we are required to carry out a Disclosure and Barring Service (DBS) check. Please supply an email address that is unique to you e.g. personal/work email address which can be used by the DBS checking team to send you instructions for the completion of your online application.

Email address:

Once you have submitted your online DBS application, the School Liaison Officer will need to complete an ID verification before it can proceed. In order to perform the ID check, please bring the following documents to the school office:

- Valid passport
- Driving licence
- Bank statement or utility bill or council tax statement dated within last 3 months and showing your current address

If you do not have one or more of the above documents, please contact the School office and we will let you know which other documents are accepted for verification.