



## Volunteer Application Form

### HOLIDAYS

Which holiday do you wish to apply for?

HOLIDAY	PREF (1-2)
Adults (18 and over)	
Teenagers	

### VOLUNTEER DETAILS

Name:

Email:

Home Tel No:

Mobile:

Address:

Town:

County:

Postcode:

Occupation:

Weight:

Date of Birth/Age:

Height:

Do you require a specific diet? YES / NO

If YES please give details

Do you have any medical condition or disability that might limit your performance as a helper? YES / NO

If YES please give details

### DBS PROCESS

It is a requirement for all volunteers who assist on our holidays to undergo an enhanced Disclosure and Barring Service check (DBS). This needs to be completed before we can offer you a place on the holiday.

Persons concerned with the care of the elderly, sick or disabled are exempt from the Rehabilitation of Offenders Act 1974 and are not entitled to withhold information regarding 'spent' convictions. Any information given will be treated confidentially and considered only in relation to this application.

Have you ever been convicted of a criminal offence? YES / NO

Have you had a recent DBS check (within the last 3 years?) YES / NO

Have you signed up to the online update service? YES / NO

If you have answered YES to the above, please provide the certificate number and date.

Certificate Number:

Date:

### NEXT OF KIN / GP NAME AND ADDRESS

Name:

Relationship:

Address:

Town:

County:

Post Code:

Home Tel No:

Mobile:

Email:

GP Name:

Surgery Name and Address:	Tel:
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**EMERGENCY CONTACT (IF DIFFERENT FROM NEXT OF KIN)**

Name:	Relationship:
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Home Tel No:	Mobile:
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**ADDITIONAL INFORMATION / PERMISSIONS**

Have you volunteered on a 3H Fund Group Holiday before? YES / NO  
If yes please give details.

Please tell us about yourself and why you are applying to be a volunteer on a 3H Fund group holiday. Please indicate below if you are a regular carer (paid or family member). Please continue onto separate page if needed.

Please state if you have any relevant previous experience of volunteering or caring for a disabled person and list any related skills such as signing or first aid training etc. Please continue onto separate page if needed.

After proper instruction and with the aid of suitable equipment are you prepared to: Move and handle people? Push wheelchairs?	YES / NO YES / NO
Would you be prepared to share a room with your guest?	YES / NO
Some people with disabilities are incontinent. Could you cope with this?	YES / NO
Some people with disabilities cannot, or find it difficult to speak. Would you have the patience to care for someone who communicates non-verbally? (e.g by alphabet or bliss board?)	YES / NO
Where did you find out about 3H?	
If a coach is provided by 3H Fund would you: • Be travelling on the 3H coach from Tunbridge Wells? • Be travelling directly to the venue?	YES / NO YES / NO

## DATA PROTECTION

**Under the data protection regulations 1998 and new regulations of May 2018 we need your consent in respect of the following. We would be grateful if you would tick your agreement in the boxes provided:**

- All your personal data shall be kept confidentially by 3H for a time deemed necessary.
- 3H will forward your personal data to the necessary parties who will have been made aware of their obligations and particularly in respect of confidentiality and safe keeping.
- 3H Fund may wish to publish photographs with your first name and/or short video clips which include you, in their various publications, 3H website, Facebook, Twitter and for other promotional and reporting purposes.

Under the new regulations you have the right to request personal data held about you by us and following your request this information will be returned to you within a month.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## REFERENCES

If this is your first 3H holiday we will need the details of 2 references.  
Your referee must be over 18, must have known you at least 2 years and must not be related to you.  
Please ensure your referee is agreeable to supply a reference.

### REFERENCE 1

Name:	Email:
Tel No:	Occupation:
Address:	

### REFERENCE 2

Name:	Email:
Tel No:	Occupation:
Address:	

## TRAINING

All new volunteers are required to attend a pre-holiday training day.  
This is not compulsory for volunteers who have previously been on a 3H Holiday but it is recommended.  
Full details will be communicated at a later date.

How would you prefer future correspondence from 3H?  Post?  Email?

Please return this form by email to [groupholidays@3hfund.org.uk](mailto:groupholidays@3hfund.org.uk)  
or post to 3H Fund (Helping Hands for Holidays), B2 Speldhurst Business Park, Langton Road,  
Speldhurst, Tunbridge Wells, Kent, TN3 0AQ. Tel: 01892 860207

***We reserve the right to refuse any application***

V. 02 3H0010/a

Reg Charity No:  
286306.