

Please affix a  
passport size  
photo of yourself



SURREY  
**POLICE**  
*With you, making  
Surrey safer*

# Police Support Volunteer Application Form

## INSTRUCTIONS TO APPLICANT

- Please complete this form and the additional vetting form. Both must be submitted in order for us to process your application.
- Please complete the questionnaire in **BLACK INK** using **BLOCK LETTERS**. Check that you have completed ALL the questions by ticking responses as appropriate, or by providing an answer in the spaces below. Where a question is not applicable or the answer is not known or not easily obtainable, enter N/A or N/K respectively. Please note that N/A or N/K responses may delay your clearance. Additional information should be provided on a sheet of A4 paper.
- If you have any queries when completing this form, please contact the Volunteers Office on 0800 328 7597.
- This form should be returned to:-  
The Volunteer Co-ordinator, Surrey Police Headquarters, Mount Browne, Sandy Lane, Guildford, Surrey, GU3 1HG

## **Section 1 - Applicant's Details:**

Surname / Family Name (now)

Title

Mr / Mrs / Miss / Ms / Other \_\_\_\_\_

Full Forename(s) – please include all names used since birth

## **Section 2 - Role:**

Are you applying for a specific volunteer role? If so, please advise

In which area of Surrey would you like to Volunteer? (e.g. Guildford, Woking)

## **Section 3 - Skills:**

Do you have any particular skills that you think may be useful in your volunteer role? For example, language skills, organising ability, communication skills

How would you describe your IT capabilities?

- None
- Basic (e.g. word processing)
- Intermediate (e.g. ability to use basic Word, Excel and Outlook)
- Competent (e.g. ability to use full Microsoft applications including data manipulation)
- Advanced (e.g. Basic programming, computer graphics, etc)

## **Section 4 - Health:**

Do you have any health issues/special needs, including disabilities, that we should be aware of?

Yes

No

If yes, please give a description along with any adjustments in your working environment that would need to be made.

**Section 5 – References:**

Please supply names and UK addresses of two referees (must not be a close relation)

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode \_\_\_\_\_

Telephone No. \_\_\_\_\_

Occupation \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode \_\_\_\_\_

Telephone No. \_\_\_\_\_

Occupation \_\_\_\_\_

**Section 6 – Declaration:**

**I declare that the information I have provided is true and complete to the best of my knowledge and belief.**

**I undertake to notify any material changes or additions to the information I have provided in this form, to the Police Support Volunteer team at Mount Browne.**

**I understand that if I have knowingly made a false statement or deliberate omission in the information I have provided in this form, I shall be liable to have my volunteer status withdrawn.**

**Signed..... Date.....**

## Section 7 – Monitoring:

Please confirm what prompted your application to Surrey Police Support Volunteers by circling the appropriate item

Newspaper / Magazine Advert / Article	Volunteer Centre	Event (e.g.Surrey County Show)	Existing Volunteer	Other
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Please state the name and date of publication / broadcast / show / other

Surrey Police are an equal opportunities organisation and are determined to ensure that no volunteer:

- a) receives less favourable treatment on the grounds of sex, marital status, sexual orientation, colour, race, nationality, ethnic or national origins; or
- b) is disadvantaged by conditions or requirements which cannot be shown to be justified by the requirements of the role.

We also seek to ensure that volunteers are not victimised or sexually harassed. In accordance with the Codes of Practice issued by the Commission for Racial Equality and the Equal Opportunities Commission, Surrey Police records the ethnic origin and sex of people who apply for appointment.

To implement and monitor the effectiveness of its equal opportunities policy the following information is required. The information you give will not affect your application in any way.

*Please tick the appropriate words*

- I am  Male  Female
- I am  Married/Civil Partnered  Single  Cohabiting  Separated
- Widowed  Divorced/Dissolved Civil Partnership  Other

**I would describe my ethnic origin as:**

- |  |  |
|--|--|
| <input type="checkbox"/> White British                   | <input type="checkbox"/> Asian or Asian British - Pakistani              |
| <input type="checkbox"/> White Irish                     | <input type="checkbox"/> Asian or Asian British – Bangladeshi            |
| <input type="checkbox"/> White – Other White Background  | <input type="checkbox"/> Asian or Asian British – Other Asian Background |
| <input type="checkbox"/> Mixed – White & Black Caribbean | <input type="checkbox"/> Black or Black British – African                |
| <input type="checkbox"/> Mixed – White & Black African   | <input type="checkbox"/> Black or Black British – Caribbean              |
| <input type="checkbox"/> Mixed – White & Asian           | <input type="checkbox"/> Black or Black British – Other Black Background |
| <input type="checkbox"/> Mixed – Other Mixed Background  | <input type="checkbox"/> Chinese   |
| <input type="checkbox"/> Asian or Asian British – Indian | <input type="checkbox"/> Other Ethnic Group (please specify)             |

**This information will be treated in the strictest of confidence and the information provided will only be used for monitoring purposes.**

Information supplied by you is protected by the Data Protection Act 1998.

Information is only used within Surrey Police and is not disclosed outside the organisation.

This form will be classed as RESTRICTED – STAFF when completed.