



South Yorkshire

POLICE

RESTRICTED (when complete)

DATE

CANDIDATE'S DETAILS

Title Mr / Mrs / Miss / Ms

Candidate's Full Name (Use BLOCK capitals): _____

Post Applied for: _____

District: _____

Application form for the post of **POLICE** **VOLUNTEER**

Community Safety Unit, Lifewise, Kea Park Close, Hellaby, Rotherham S66 8LB

EQUAL OPPORTUNITY POLICY STATEMENT

South Yorkshire Police is committed to the development and promotion of Equality of Opportunity for all, through a comprehensive system of staff selection, development and care.

We will demonstrate commitment towards ensuring that no person receives less favourable treatment on the grounds of gender, civil partnership, marital status, race, colour, ethnic origin, nationality, faith, disability or impairment, age, social position, sexual orientation or be disadvantaged by any other requirement that cannot be justified.

In order to achieve this, we will develop policies, practices and procedures to ensure that individuals are selected, assigned and treated on the basis of their individual merits and suitability for posts.

We will treat all staff with dignity and respect and will endeavour at all times to provide and maintain a working environment, free from discrimination, harassment or victimisation.

All staff have an individual responsibility to ensure

that, in their dealings with everyone, they adhere to the principles and standards of South Yorkshire Police as outlined in our Equal Opportunities and Anti-Harassment Policies.

All supervisors and managers have a duty, in addition to their individual responsibility, to ensure that they and their staff conform to the standards set by our Equal Opportunities Policy and confront incidents that offend against those standards.

We will not tolerate acts which breach this policy and all instances of such behaviour, or alleged behaviour, will be taken seriously and may be subject to our disciplinary procedure. Any banter or abuse, comments or behaviour based on prejudicial or discriminatory views will not be tolerated.

Any member of staff who has a grievance concerning equality of opportunity is encouraged to seek a resolution within the South Yorkshire Police Fairness at Work procedure.

Equality of opportunity is not an option.

NOTES OF GUIDANCE

1. You should complete all section of this form in BLACK ink.
2. Use BLOCK CAPITALS unless stated.
3. You should fill in this form as fully and accurately as possible. Your answers will help us decide whether you have the basic potential for appointment as a Police Volunteer.
4. Answer ALL questions by providing the required information. If any question or part of a question does not apply to you write NIL. DO NOT submit a CV as an alternative to completing sections on this form. Examples can be selected from home, work and social experiences.
5. If you need more space to fully complete any part of this application form, use the continuation sheet on page 6, indicating the question number it refers to.

CONDITIONS OF ENTRY

AGE:

To join the Police Service as a Police Volunteer you must be at least 16 years of age.

HEALTH:

All applicants must be physically and psychologically capable of effectively undertaking the task that they have applied to do. You may be required to complete a medical questionnaire if you are successful at an interview.

EQUALITY ACT 2010

The Equality Act 2010 makes it unlawful to discriminate against a disabled person in all areas of employment, including recruitment.

Disability is defined as 'a physical or mental impairment which has a substantial and long-term adverse effect on the ability to carry out day-to-day activities'.

Police Volunteers are protected by the Equality Act 2010. If you have a disability we will make reasonable adjustments where required. In support of your application, please let us know on the continuation sheet, if you believe there are any reasonable adjustments we should be making to enable you to do the job or assist with your application.

Applicants who are successful at interview will fill in a medical questionnaire and may be required to provide further information and could be required to attend a medical assessment.

EDUCATION:

Formal academic qualifications are not essential but all applicants need to have appropriate skills and abilities to perform the role they are applying for.

NATIONALITY:

To be eligible for appointment you must be a British citizen or a member of the EC or other states in the EEA (Iceland, Norway, Liechtenstein). Commonwealth citizens and foreign nationals are also eligible but only if they are resident in the UK free of restrictions.

If you are a Commonwealth citizen or a foreign national you must provide proof that you have no restrictions on your stay in the UK.

CHECKLIST HISTORY REQUIREMENTS:

At present, the minimum checkable history requirement criteria set by the Security Services is that an applicant must have been resident in the UK for a minimum of 3 years immediately prior to appointment. This could affect you if you have lived and worked abroad, even if you are a UK citizen.

CONVICTIONS:

Police Volunteers must respect and uphold the law. They must be law-abiding and have a high standard of behaviour and social conduct. Volunteers with criminal associations or convictions may be vulnerable to pressure to disclose information. Convictions and cautions for certain offences can also undermine a Volunteer as a witness in court. For these reasons, police services need to be careful about recruiting people with cautions or convictions.

Minor convictions or cautions will not necessarily preclude you from appointment it will depend on their nature and the circumstances of the offence. Failure to disclose convictions or cautions will, however, result in your application being terminated.

The Rehabilitation of Offenders Act does not apply to applicants for any type of work with the Police Service. **YOU MUST DISCLOSE ALL CONVICTIONS AND CAUTIONS AND INVOLVEMENT IN ANY CRIMINAL ACTIVITY** regardless of when they occurred and your age at the time. Some applicants do not declare information which they believe is no longer held on record. However, our enquiries will reveal incidents from long ago and failure to disclose these will lead to your application being rejected. If you have any doubt, include the details and let us decide if they are relevant.

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1A CONTACT DETAILS

Surname (now): _____ Place of birth: _____
(Previously): _____ Telephone number (home/evening) _____
Forenames (now): _____ Telephone number (work) _____
(Previously): _____ Telephone number (mobile) _____
Nationality (now): _____ Email _____
At birth: _____

If a Commonwealth citizen or a foreign national, you must include a copy of your passport, which shows that your stay in the UK is free of any restriction.

Present address:

_____ Postcode: _____

1B EQUALITY ACT 2010

The Equality Act 2010 makes it unlawful to discriminate against a disabled person in all areas of employment, including recruitment. The police service welcomes people with disabilities and will do its best to make reasonable adjustments to the working arrangements and/or the working environment provided it is reasonable in all circumstances to do so.

If you believe there are any reasonable adjustments that you require us to make to enable you to do the job related assessments, please indicate below the adjustments you would like us to make.

1C FORMER ADDRESSES

State approximate dates covering the last 5 years.	From	To
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

If required please use continuation sheet on page 6

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2 PRESENT EMPLOYERS if applicable (include part-time)

Name, address and nature of business or employer	Position held and main duties	Date started

2A PREVIOUS EMPLOYMENT

Provide in date order (earliest first) details of any full, part-time or casual employment you have held in the last 5 years

Name, address and nature of business or employer	Position held and main duties	Date started	Date left	Reason for leaving

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You must disclose all convictions for any offence (including traffic convictions, fixed penalty notices and appearances before a court martial) or formal cautions by police for any offence (including cautions as a juvenile) or any bind-overs imposed by any court.

If you have been convicted or cautioned you may still be eligible for appointment depending on the nature and circumstances of the offence. However, wilful failure to disclose details will count against you and be an automatic rejection.

By virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975, Section 4(2) of the Rehabilitation Act 1974 does not apply. You are, therefore, not entitled to withhold information about a previous conviction on the grounds that it is for other purposes spent under that Act.

DECLARATION

I declare that all the statements I have made in this application are true to the best of my knowledge and belief and that no relevant information has been withheld.

I understand that:

- I must inform the PSV Project Officer of any changes to my circumstances whilst my application is being processed.
- Any offer of employment may be subject to satisfactory reference and vetting checks, including a reference from my present employer, medical clearance and continued good conduct.

The Chief Constable retains the right to reject any application without giving reason.

Date _____ Signature of Applicant _____