



Volunteer Application Form **CYCALL**

CYCALL is committed to safe recruitment practice as an important part of safeguarding and protecting children and vulnerable adults.

(Please complete and return via email to cycallworthing@gmail.com or by post to Martine Walters, 11 St Andrews Close, Ferring, Worthing, West Sussex)

Personal Details	
Title:	
First name(s):	
Last name:	
Known as:	
Date of Birth:	
Address:	
Postcode:	
Mobile Number:	
Emergency Contact Details:	
Email address:	
Have you volunteered before if YES please tell us about it	

What type of volunteering would you like to do?
<div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;">Administration [<input type="checkbox"/>]</div> <div style="width: 50%;">Finance/Accounting [<input type="checkbox"/>]</div> <div style="width: 50%;">Cycle ride support [<input type="checkbox"/>]</div> <div style="width: 50%;">Fundraising [<input type="checkbox"/>]</div> <div style="width: 50%;">Buddy Rider [<input type="checkbox"/>]</div> <div style="width: 50%;">Social Media [<input type="checkbox"/>]</div> <div style="width: 50%;">Mechanics & Maintenance Support [<input type="checkbox"/>]</div> <div style="width: 50%;">Marketing [<input type="checkbox"/>]</div> <div style="width: 50%;">Events [<input type="checkbox"/>]</div> <div style="width: 50%;">Website support [<input type="checkbox"/>]</div> <div style="width: 50%;">Website/Technology [<input type="checkbox"/>]</div> <div style="width: 50%;">Newsletter development [<input type="checkbox"/>]</div> </div> <p>Any other area _____</p>



Please tell us why you would like to become a volunteer

Please tell us how you heard about CYCALL

CYCALL Website []	Event []
Twitter []	Community Works []
Facebook []	Other _____
Newspaper []	
Existing Participant []	

Present/previous occupation and what skills, knowledge, experience or abilities do you have that maybe relevant to this role?

Do you have any health issues or disabilities that we may need to consider when matching you to a volunteer role?

Do you have any convictions, cautions, reprimands or warnings?

(Please disclose any convictions, cautions, warnings, reprimands and previous or pending investigations as these will all appear on DBS checks)



Please supply details of a personal referee who has known you for at least 2 years.

Name		
Address		
Relationship (i.e. friend/neighbour/employer)		
Email Address		

How can we communicate with you?

To enable us to keep in touch with important updates to support you as a volunteer please let us know how you wish to be contacted, you can change this at any time. Likewise, please do let us know if your contact details change.

I am happy to be contacted via: (tick all that apply)

Email	
Post	
Telephone	
Text	

DATA PROTECTION STATEMENT

CYCALL will process and be in control of the data provided on this form.

The information which you provide in this form and any other information obtained or provided during the course of your volunteering with us ("the information") will be used for the purpose of assessing your suitability for roles, in emergency situations e.g. to protect life or in a medical situation, and in relation to relevant interests of CYCALL.

If you choose not to volunteer, the information will be retained for a further 6 months in the event of a more suitable opportunity arising, after which time it will be destroyed.

You have the right to data portability, request access to, rectification or erasure of your data collected as part of this process.

If your application is successful, the information will form part of your volunteer file and we will be entitled to process it for all purposes in connection with your voluntary role.

So that we may use the information for the above purposes and on the above terms, we are required to obtain your explicit consent. Accordingly, please sign the consent section below. You have the right to withdraw your consent at any time and the right to lodge a complaint with the Information Commissioner.

I CONSENT TO MY PERSONAL INFORMATION BEING USED FOR THE PURPOSES AND ON THE TERMS SET OUT ABOVE.



Signed:

Date:

VOLUNTEER ROLE DESCRIPTIONS

There are many ways in which volunteers can help at CYCALL rides and events:

'Setting up and Packing Away' before and after a CYCALL ride/event

- Setting up the gazebo and stand
- Displaying information leaflets
- Follow the correct procedures for risk assessments and health and safety checks

'Meet and Greet' Volunteer

- Greeting participants
- Checking Registration forms are complete/assist with completing Registration forms
- Inspiring confidence in participants
- Talking to the general public about CYCALL

'Bike Maintenance' Volunteer

- To help clean and maintain fleet of adapted cycles on a regular basis outside of annual 'health MOT' by Tomcat SNI
- To record maintenance checks
- To inform Martine or Rob of any maintenance issues immediately

'Buddy Rider'/' Ride Leader

- To assist with risk assessments prior to a ride
- To check bike for any maintenance issues prior to ride
- To ensure all riders are wearing suitable helmets (see T&C's)
- To lead/support participants on CYCALL ride
- To ensure participants keep to designated path (see map for info)
- To keep an overview of the health and safety of participants and other users of the prom
- To ensure that the bikes are returned to the meeting point
- To report any incidents/accidents/issues immediately to Martine or Rob

Volunteers are welcome to contribute their time to CYCALL and undertake whichever tasks that they feel comfortable with.

We thank you and value you for the time you have given to make a difference to the lives of others.