



**St Mary's &
St Benedict's**
RC Primary School

Volunteer Reference Form

St Mary's & St Benedict's RC Primary School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all employees and volunteers to share this commitment.

The following person has applied to be a volunteer at our school:

Name:	
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Please complete the following:

I have known the applicant for:	Years
I believe they are suitable to volunteer in a Primary School	Yes No
If you answered no, please state your reason	

Safeguarding Vulnerable Groups Act 2006:

To your knowledge has the applicant ever been the subject of any allegations in relation to the safety and welfare of children, young people and/or vulnerable adults, either substantiated or unsubstantiated?	Yes		No	
If you have answered yes to the above question, you must supply details on a separate sheet of paper, place it in a sealed envelope marked confidential and attach it to your reference form.				
I have attached details requested	Yes		No	

Rehabilitation of Offenders Act 1974

To your knowledge has the applicant ever been convicted of a criminal offence?	Yes		No	
To your knowledge are there any alleged offences outstanding against them?	Yes		No	
If you have answered Yes to either of the questions above, please give details below or, if you prefer, attach details in a sealed envelope marked 'strictly confidential'.				

Are there any additional comments you wish to make?

Declaration

I declare that the information given on this reference form is true and correct.	
Signed:	
Date	
Print Name	

How to return your Form

Please email the form back to the school office@smsb.lancs.sch.uk

Or alternatively post to the school:

St Mary's & St Benedict's RC Primary School
Brownedge Lane
Bamber Bridge
Lancashire
PR5 6TA