



Registration for the City of Bayswater Volunteer Program



The following information will be used by the City of Bayswater in accordance with the City's Volunteer Recruitment procedure. All information remains confidential.

Name of the program:

1. Personal details

Volunteer full name

Date of birth Email

2. Emergency contact

Emergency contact name

Relationship to volunteer

Telephone Mobile

3. Background information

Work status

- | | | | |
|--|-------------------------------------|-------------------------------------|----------------------------------|
| <input type="checkbox"/> Full time | <input type="checkbox"/> Part time | <input type="checkbox"/> Retired | <input type="checkbox"/> Student |
| <input type="checkbox"/> Working holiday | <input type="checkbox"/> Job Seeker | <input type="checkbox"/> Unemployed | <input type="checkbox"/> Other |

Is your volunteering part of a Centrelink program? (please tick)

No Yes If yes, please specify

Do you have a medical condition that may restrict the type of volunteer work you can do?

No Yes If yes, please specify

Do you speak any languages other than English?

No Yes If yes, please specify



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4. Checks and certificates

Do you hold a Senior First Aid Certificate?

No

Yes

Do you hold a 'Working with Children' Check?

No

Yes

Have you provided your National Police Clearance form?

No

Yes

5. Photographic images consent

I consent to be photographed and to have my image used to promote the work and activities in City of Bayswater publications and promotional materials.

No

Yes

6. Additional information

Please read and sign over page



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CITY OF BAYSWATER VOLUNTEER COMMITMENT

The City of Bayswater agrees to the following:

- 1. Recognition of service – volunteer celebrations**
The City of Bayswater will provide celebratory events each year to thank volunteers.
- 2. Occupational Health and Safety standards**
Under the *Occupational Health and Safety Act (1984)*, volunteers are considered the same as paid employees. Therefore, the City of Bayswater will use the best current practice, as attributed to paid employees, to protect volunteers during their duties with the City.
- 3. Provision of training**
The City of Bayswater is committed to providing the required training for volunteers to enable them to carry out their duties. Volunteers are given the opportunity to attend training courses specific to their role, facilitated or paid for by the City of Bayswater.
- 4. Reimbursement of expenses**
The City of Bayswater will provide reimbursement including fuel, parking and other reasonable expenses incurred by a volunteer during the course of their duties.
- 5. Insurance cover for volunteers**
Personal accident, public liability and professional indemnity insurance cover is provided to all volunteers registered with the City, when they perform volunteer duties with the City.

As a volunteer, you agree to the following:

1. I have read and understood the City of Bayswater Code of Conduct for Volunteering.
2. I interpret 'voluntary duty' to mean that I have agreed to offer my services on the understanding that no financial remuneration will be received.
3. If using my vehicle as a part of my volunteer duties, I agree to maintain comprehensive insurance cover for my vehicle and provide a copy of my insurance details to the City of Bayswater as it is renewed.
4. I agree to provide a copy of my driver's licence when it is renewed.

Confidentiality statement

We will treat all information provided by you as confidential, and will ensure all records provided are kept in a secure manner available only to those people authorised to have access to them. Information will only be disclosed to a third party with your consent.

Signature

Signature of parent/guardian (if under 18):

Date

Please return this completed form together with other supporting documentation by post to City of Bayswater, PO Box 467, Morley WA 6943 or email to mail@bayswater.wa.gov.au