**FriendBee Befriender Application Form**

|  |
| --- |
| **Please note: All of our Befrienders undergo a Disclosure & Barring Service (DBS) check.** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name** | | |  | | | | | | | | | | | | | | |
| **Address** | | |  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
| **Phone Numbers** | | | | | 1. | |  | | | | | 2. |  | | | | |
| **Email** |  | | | | | | | | | **Date of Birth** | | | | |  | | |
| **Gender** | | Male | |  | | Female | |  | Transgender |  | Other | | |  | | Prefer not to say |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **What ages are you interested in working with?** | **0-11** |  | **12-18** |  | **18+** |  |

|  |  |  |
| --- | --- | --- |
| **Where did you see this job advert?** | * Indeed.com * Ruils Website * Google search * Referred by a Friend:   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | * Job board at a Uni * Poster * Event * Other:­­­­­­­­­­ ­\_\_\_\_\_\_\_\_\_\_\_\_\_\_   \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |
| --- |
| **Please tell us why you are interested in this role.** |
|  |

|  |
| --- |
| **Please tell us about your current or most recent employment.** |
|  |

|  |
| --- |
| **Please tell us about your experience of working with children.** |
|  |

|  |
| --- |
| **Please tell us about your experience of working with children with additional needs.** |
|  |

|  |
| --- |
| **Please tell us about your future interest in children with additional needs.** |
|  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Please let us know if there is any other relevant information you would like to tell us about.** | | | | | | | |
|  | | | | | | | |
| **Your availability** | | | | | | |
| **What times are you available during the week and at weekends?**  Please give days and times | | | | | | |
| **Day** | **Morning** | **Afternoon** | | **Evening** | **Night** | **Total Hours** |
| **Monday** |  |  | |  |  |  |
| **Tuesday** |  |  | |  |  |  |
| **Wednesday** |  |  | |  |  |  |
| **Thursday** |  |  | |  |  |  |
| **Friday** |  |  | |  |  |  |
| **Saturday** |  |  | |  |  |  |
| **Sunday** |  |  | |  |  |  |
| **If you regularly work for other employers, please specify the number of hours / days per week** | | |  | | | |
| **Are you available during the school holidays?** Please specify. | | | | | | |
|  | | | | | | |

|  |  |  |
| --- | --- | --- |
| **Students** | | |
| **Please complete if you are a student or a recent graduate:** | | |
| Student at |  | |
| Which year |  | |
| Faculty |  | |
| Course |  | |
| How long are you likely to be in the area? | |  |

|  |  |  |
| --- | --- | --- |
| **Training Information** | | |
| All our Befrienders are required to complete an online Safeguarding course and a Ruils ½ Day Induction, delivered via Zoom.  Ruils also offers relevant training courses & while training is not mandatory we encourage Befrienders to attend Ruils training courses when offered and to take up further relevant training when available.  Families’ value trained Befrienders and you will receive certificates to document your training. Please use the table below to record any training you have done in the last 2 years. | | |
| **Date** | **Course Title** | **What did the course cover?** |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Referees** | | | |
| **Please provide the details for 2 people we can contact for a reference, both need to have known you for at least 1 year.**   * Ideally at least one should know you from school/college or a job * The other can be personal e.g. mentor | | | |
| **Referee 1 details** | Name |  | |
| Address |  | |
| Telephone |  | |
| Email |  | |
| Relationship to you | |  |
| **Referee 2 details** | Name |  | |
| Address |  | |
| Telephone |  | |
| Email |  | |
| Relationship to you | |  |

**Please check spellings of names and email addresses carefully.**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Equal Opportunities Monitoring | | | | | | | | |
| Please choose from one of the following Ethnic Backgrounds from A to E: | | | | | | | | |
| **A)** | **Asian or Asian British** | Bangladeshi | | | |  | | |
| Indian | | | |  | | |
| Pakistani | | | |  | | |
| Other Asian background, please specify: | | | | | |  |
| **B)** | **Black / African / Caribbean / Black British** | African | | |  | | | |
| Caribbean | | |  | | | |
| Other Black background, please specify: | | | | | |  |
| **C)** | **Mixed / Multiple Ethic Groups** | White & Asian | | | | |  | |
| White & Black African | | | | |  | |
| White & Black Caribbean | | | | |  | |
| Other Mixed/Multiple Ethnic background, please specify | | | | | |  |
| **D)** | **White** | British |  | | | | | |
| Irish |  | | | | | |
| Other White background, please specify | | | | | |  |
| **E)** | **Chinese or Other Ethnic Group** | Chinese | |  | | | | |
| Other Ethnic group, please specify | | | | | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Do you consider yourself to be disabled?** | | Yes |  | No |  |
| If yes, do you have any access requirements to assist you at an interview?  Please provide details. |  | | | | |

|  |  |
| --- | --- |
| **If I am offered employment by Ruils as a Befriender I agree that I can be added to the Befriender Email list** |  |

|  |  |
| --- | --- |
| **Would you like to sign up to receive Ruils newsletter with details of our services, activities and general information?** | * No * Yes |

|  |  |
| --- | --- |
| **I agree to Ruils holding my personal data and information confidentially on their database and contacting me by:**  **(we need to at least contact you by phone and email)** | * Email * Telephone * Mobile Phone * Text * Post |

The Ruils GDPR statement is available on request or from our website.

|  |
| --- |
| **By ticking and signing below, I confirm that I meet all of the eligibility requirements for the Befriender position with Ruils and that all information provided in this application is true and accurate to the best of my knowledge.** |
| * I work, study or live within easy travelling distance of London Borough of Richmond and/ or Royal Borough of Kingston. * I am 18 years of age or older. * I have experience working with children in either a paid or voluntary capacity. * I have the right to work in the UK. * I am able to commit to the Befriending role for minimum of 1 year. * I understand that this role is supplementary, part-time work and Ruils cannot guarantee set hours. |

|  |  |  |  |
| --- | --- | --- | --- |
| **Print name** |  | **Date** |  |
| **Signature** |  |  |

|  |
| --- |
| **Please return to:**  FriendBee  Ruils, The Disability Action & Advice Centre, 4 Waldegrave Road, Teddington, TW11 8HT  Or email to Tora Sykes: [torasykes@ruils.co.uk](mailto:torasykes@ruils.co.uk) |