

Rotary Youth Volunteer Information and Declaration FormThis Form is mandatory for Youth Program Volunteers**Responsible Adults are exempt****(Refer definitions in Rotary District 9500 Child and Youth Safety Policy)****Personal Details**

Name			DOB / /	Email
Phone	Work	Home	Mobile	
Address			Period at this address (years)	
Occupation			Employer	

Program involvement

Which Youth programs will you be involved with, and what will your role or roles be?	
Past involvement with youth	

Personal References (Only one referee may be a Rotarian and none may be family members)

1	Name	Email	
	Phone	Work	Home Mobile
2	Name	Email	
	Phone	Work	Home Mobile
3	Name	Email	
	Phone	Work	Home Mobile

Police Check and Criminal History

Working with Children Card / Certificate Number		Expiry Date	
<p>Have you ever been charged with or been found guilty of charges involving sexual, physical, or verbal abuse, including but not limited to domestic violence or intervention orders.</p> <p>If yes, please explain. Also indicate date(s) of incident(s) and the Country and State in which each occurred (attach a separate sheet, if needed).</p> <p>Charges that resulted in a diversion should be recorded, as should the final outcome of any intervention order applications that might have been made against you.</p>			Yes () No ()

I certify the following:

- All statements and information given on this form are true and correct.
- I have contacted my referees and all are happy for *Rotary to contact them
- I give my full permission for any of the referees listed above to be contacted by *Rotary to confirm my suitability as a Youth Program Volunteer.
- I agree to abide unreservedly by *Rotary's decision as to my suitability as a Youth Program Volunteer in *Rotary programs.
- I acknowledge that (copies of) this form and the results of *Rotary's enquires will be held by the manager of any program for which I volunteer and by the District.

*For these purposes Rotary means the Rotary Club or District for which this form is submitted and any other Club or District that conducts a Youth Program for which I volunteer either now or in the future.

I have read and understood the above declaration and sign this form voluntarily.

Applicant	Name	Signature	Date
Rotary Witness	Name	Signature	Date

Record of Referee contact by Club Authorised Officer

1 Name Referee		Contact Date
Contacted by	Phone Number _____ / In person	
Comments		

2 Name Referee		Contact Date
Contacted by	Phone Number _____ / In person	
Comments		

3 Name Referee		Contact Date
Contacted by	Phone Number _____ / In person	
Comments		

Name of Authorised Club Officer _____ Position _____	
Signed: _____ Authorised Club Officer	Date _____
Phone _____	

I _____ President, Rotary Club of _____	
verify that _____ has satisfactorily completed this Declaration, Referees have been contacted and Working With Children card is current. The club finds the applicant to be a suitable Volunteer.	
Signed _____	Date _____
Phone _____	

NOTE : This form (incl the referee check summary) must be retained securely by the club / district program **and** sent to the district for long term retention (noting there is no statute of limitations on Child Abuse matters).

Notes:

Background Checks and Criminal Record Checks

Background Checks and Criminal Record Checks Background checks play a critical part in any youth protection policy because they deter potential offenders and deny known offenders access to the program.

Although some offenders have no criminal record and diligently avoid being caught by law enforcement, background checks may dissuade them from volunteering in a Youth Program.

Many youth-serving organizations require a criminal background check for all adult volunteers who work with youth, even for programs that don't involve unsupervised access to youth.

Reference Checks

Reference Checks - Simply requesting references in the application is not sufficient.

Contact each reference by phone or in person, and ask a standard set of questions, such as:

- How long have you known this individual?
- In what capacity?
- Do you think this person is well qualified to work with youth?
- Would you have any reservations about recommending this person to serve in a Rotary Youth Program?

Record the date of the interview and responses to each question, and keep this information with the volunteer's application.