



**Internal Use only**

Date Rec'd	
Allocated Dept	
Name of Team Leader	
Added to HOPs	
Welcome Pack Sent	

Thank you for your interest in volunteering with the West Somerset Railway. Please complete the form below and overleaf, together with a general medical form and return them to: Volunteer Co-Ordinator, West Somerset Railway, The Railway Station, Minehead Somerset TA24 5BG, or as a scanned email attachment to volunteers@wsrail.net

All personal information will only be used to process your application to become a working volunteer on the West Somerset Railway. The Railway complies with all current Data Protection Regulations and Data Protection and Privacy policies are published on our websites.

**About you**

Surname:		Forename:		Title
Address:				
				Post Code:
Phone Numbers:	Primary:		Date of Birth	
	Secondary:		/ /	
Email Address:				
<i>Email is our preferred method of communication. This MUST be a personal (not business) email address and one that is checked regularly.</i>				
Are you - in work / looking for work / retired / economically inactive				
What is (was) your trade or profession?				

**Emergency Contact**

Name:		Relationship to you:		
Telephone Numbers:	Primary:	Secondary:		
<i>I confirm that this person has given permission for their details to be shared and stored on the WSR's digital systems and used as my emergency contact.</i>				

**Volunteering Role**

I am interest in volunteering in the following teams /roles:		
a)	b)	c)

**Skills and Experience**

Please tell us about your professional qualifications, skills and work experience, whether railway related or not.
Are you prepared to help us by using these skills on the West Somerset Railway? YES / NO

Do you have any unspent criminal convictions? YES / NO
If YES please give some details below. <i>Unspent convictions will not necessarily prevent you from volunteering for the WSR, but they may restrict the roles in which you can work. See our Recruitment of Ex-offenders Policy for more details.</i>
Date of Conviction:
Offence:
Sentence:

## Previous Railway Experience

Have you ever worked on any railway, including WSR, in any capacity	YES / NO
If YES which Heritage Railway or Mainline Railway Company?	
What was / is your job /role?	
<i>Please be aware that if you are currently employed by a mainline railway company it is your responsibility to manage the total hours you work both as a volunteer and an employee so as not to exceed the legal limit in any given work period.</i>	

## Availability and Commitment

Please be aware that:						
❖ This is a working railway and an element of flexibility may be required in some roles						
❖ Some Volunteer Roles will require you to be able to get to the railway early and/or finish late						
❖ We like volunteers to help with the additional duties required at our special events						
<b>We ask volunteers to commit to being with us at least an average of two full days each month.</b>						
I understand the above statements and am available daily / weekly / monthly on:						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

## Medical fitness and ability

Please ensure you have also completed our separate General Medical form and sent it in to our Coordinator for New Volunteers - E: <a href="mailto:volunteers@wsrail.net">volunteers@wsrail.net</a> <b>marked confidential</b>
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## References

Please Supply the name and contact details for 2 referees and the capacity in which they know you.	
NAME:	NAME:
Address:	Address:
Phone:	Phone:
Email:	Email:
How Known:	How Known:

## Confirmation and Signature

In signing and/or submitting this form I understand that:	
1. Completion of an application is not a guarantee of an offer of a volunteer role	
2. As a volunteer I will receive no payment for the work I do, or any travelling expenses to or from the railway	
3. As a volunteer I may be required to wear a uniform or safety clothes / equipment which I will have to provide.	
4. If I have given a commitment to attend the railway by allowing myself to be rostered for any duty on any given day, I am expected to attend to fulfil that duty or find a suitable replacement.	
5. I confirm that I have the explicit consent of the Emergency contact and two Referees to give their contact details and for them to be held on WSR databases for those purposes.	
6. I understand that it is my responsibility to keep my emergency contact and personal details current.	
I confirm that I have completed this form myself and that the information given is correct to the best of my knowledge.	
<b>Signed:</b>	<b>Date:</b>

*The organisations that comprise the West Somerset Railway have data sharing policies facilitating the sharing of personal data for the purpose of running the railway and managing volunteers and stakeholders. Personal data is NEVER sold or shared outside of the railway or for any other purpose. Please visit the various websites for specific policies and details*