



Volunteer Placement Registration Form

PARTICIPANT DETAILS

PLEASE PROVIDE US WITH YOUR PERSONAL INFORMATION AS REQUESTED BELOW IN ORDER FOR US TO FACILITATE YOUR PARTICIPATION. FOR INFORMATION ABOUT HOW WE USE AND PROTECT YOUR DATA, PLEASE SEE OUR PRIVACY NOTICE AT WWW.SDSG.ORG.UK/VOLUNTEERS.

FIRST NAME: _____ LAST NAME: _____

DOB: ____/____/____ AGE: _____

GENDER: MALE/FEMALE/NON-BINARY/OTHER: _____ PREFER NOT TO ANSWER []

ADDRESS:

POSTCODE:

PARTICIPANT CONTACT NO:

PARTICIPANT EMAIL ADDRESS:

EMERGENCY DETAILS

EMERGENCY CONTACT NO:

EMERGENCY CONTACT NAME:

EMERGENCY CONTACT RELATIONSHIP TO PARTICIPANT:

PREVIOUS EXPERIENCE

PLEASE EXPLAIN WHY YOU WANT TO VOLUNTEER FOR SDSG:

PLEASE CONFIRM WHAT EXPERIENCE YOU ALREADY HAVE IN VOLUNTEERING/EMPLOYMENT:

MEDICAL DETAILS

PLEASE NOTIFY US OF ANY RELEVANT MEDICAL CONDITIONS OR HEALTH DETAILS (PHYSICAL, MENTAL OR EMOTIONAL) THAT MAY ADVERSELY AFFECT YOUR PARTICIPATION IN THESE SESSIONS, INCLUDING DETAILS OF ANY MEDICATION YOU MAY TAKE:

ANY OTHER INFORMATION YOU WISH TO PROVIDE, INCLUDING ANY ACCESS REQUIREMENTS.

SDSG PROCESSES HEALTH INFORMATION UNDER THE LAWFUL BASIS OF *VITAL INTERESTS* AND, WHERE APPLICABLE, *EXPLICIT CONSENT*, SOLELY FOR SAFETY AND WELLBEING.

PLACEMENT REFERENCE

PLEASE ASK TWO PEOPLE TO PROVIDE REFERENCES IN SUPPORT OF YOUR APPLICATION, THIS CAN BE A TUTOR/TEACHER/LEADER/HOUSE LEAD FOR EXAMPLE.

ORGANISATION	ORGANISATION
NAME	NAME
ADDRESS	ADDRESS
POSTCODE	POSTCODE
EMAIL ADDRESS	EMAIL ADDRESS
TELEPHONE NO	TELEPHONE NO
RELATIONSHIP OF REFEREE TO YOU	RELATIONSHIP OF REFEREE TO YOU
I THE ABOVE LISTED PERSON SUPPORT THE YOUNG PERSON SPECIFIED IN THIS APPLICATION TO VOLUNTEER FOR SCARBOROUGH DISABLED SWIMMING GROUP	I THE ABOVE LISTED PERSON SUPPORT THE YOUNG PERSON SPECIFIED IN THIS APPLICATION TO VOLUNTEER FOR SCARBOROUGH DISABLED SWIMMING GROUP
SIGNATURE:	SIGNATURE:
DATE:	DATE:

Additional information can also be provided separately by emailing contactus@sdsd.org.uk

ANY OTHER COMMENTS:

CONSENT

I GIVE MY CONSENT FOR SDSG TO TAKE PHOTOGRAPHS AND/OR VIDEO RECORDINGS OF ME DURING ACTIVITY SESSIONS, AND TO USE THESE IMAGES FOR PROMOTIONAL, COMMUNICATION OR MONITORING PURPOSES ACROSS SDSG PLATFORMS, INCLUDING PRINTED MATERIALS, WEBSITES, AND SOCIAL MEDIA.

I CONSENT TO SDSG SHARING RELEVANT PERSONAL INFORMATION ABOUT MY PARTICIPATION, PROGRESS AND WELLBEING WITH MY PARENT(S)/CARER(S) AND/OR MY EDUCATION PROVIDER, WHERE APPROPRIATE.

I CONSENT TO SDSG USING MY STORY OR EXPERIENCES IN COMMUNICATION MATERIALS, PUBLICITY OR FUNDING APPLICATIONS (E.G., WEBSITE, SOCIAL MEDIA, PUBLICATIONS, PRESENTATIONS OR REPORTS). SDSG WILL NOT USE MY FULL NAME AND WILL TAKE STEPS TO PROTECT MY IDENTITY.



I CONSENT TO SDSG PERSONNEL SEEKING IMMEDIATE MEDICAL ATTENTION FOR ME IN AN EMERGENCY, INCLUDING HOSPITAL TREATMENT, DIAGNOSTIC PROCEDURES OR SURGERY, WHERE A HEALTHCARE PROFESSIONAL DEEMS IT NECESSARY.

YOU MAY WITHDRAW ANY OF THE ABOVE CONSENTS AT ANY TIME BY CONTACTING CONTACTUS@SDSG.ORG.UK. WITHDRAWAL WILL NOT AFFECT THE LAWFULNESS OF PROCESSING ALREADY CARRIED OUT, IN LINE WITH ICO GUIDANCE ON VALID CONSENT AND WITHDRAWAL RIGHTS.

BY SIGNING BELOW, I CONFIRM THAT I HAVE READ AND UNDERSTOOD THIS APPLICATION FORM IN FULL, THAT THE INFORMATION I HAVE PROVIDED IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE, AND THAT I GIVE MY INFORMED AND EXPLICIT CONSENT FOR SDSG TO RECORD, PROCESS AND USE THE INFORMATION CONTAINED WITHIN IT AS OUTLINED ABOVE. I ALSO CONFIRM THAT I HAVE READ, UNDERSTOOD AND AGREE TO FOLLOW SDSG'S VOLUNTEER CODE OF CONDUCT.

SIGNED _____ PARTICIPANT

NAME _____ DATE _____

IF UNDER 18 YEARS OF AGE:

AS THE PARENT OR LEGAL GUARDIAN OF THE YOUNG PERSON NAMED ON THIS FORM, I CONFIRM I HAVE PROVIDED SDSG WITH ALL RELEVANT INFORMATION NEEDED TO SUPPORT THEIR SAFE PARTICIPATION. I GIVE MY PERMISSION FOR THEM TO UNDERTAKE A VOLUNTEER PLACEMENT WITH SCARBOROUGH DISABLED SWIMMING GROUP.

I UNDERSTAND SDSG FOLLOWS SAFEGUARDING POLICIES, HEALTH & SAFETY PROCEDURES, AND VENUE NOP/EAP TO CREATE A SAFE ENVIRONMENT. HOWEVER, SWIMMING AND AQUATIC-BASED VOLUNTEERING NATURALLY CARRIES SOME INHERENT RISKS, INCLUDING SLIPS, TRIPS, FALLS, MINOR INJURIES, AND HAZARDS ASSOCIATED WITH POOL ENVIRONMENTS. I ACKNOWLEDGE AND ACCEPT THESE RISKS ON BEHALF OF THE YOUNG PERSON, AND UNDERSTAND THEY MUST FOLLOW ALL SDSG SAFETY INSTRUCTIONS AND PROCEDURES.

I ALSO UNDERSTAND THAT SDSG WILL COMPLETE AN UNDER-18 VOLUNTEER RISK ASSESSMENT DURING THEIR FIRST SESSION, AND THEY WILL BE ASSIGNED A VOLUNTEER BUDDY WHO WILL MENTOR AND SUPERVISE THEM, SUPPORTED BY THE VOLUNTEER ENGAGEMENT WORKER.

SIGNED _____ PARENT / GUARDIAN / TEACHER

NAME _____ DATE _____

IMPORTANT INFORMATION REGARDING YOUR VOLUNTEER APPLICATION

Volunteering with Scarborough Disabled Swimming Group (SDSG)

Thank you for your interest in completing a volunteer placement with Scarborough Disabled Swimming Group. SDSG is a charity committed to providing inclusive, supportive, and accessible swimming opportunities for disabled people and their families. As a placement volunteer, you will help create a safe, positive environment for all participants while gaining valuable skills and experience. Your placement is entirely voluntary and does not create employment, worker status, contractual rights, wages, benefits, or entitlements.

Health & Safety

All volunteers must read, understand, and follow SDSG's policies, procedures, and risk assessments, including the venue's Normal Operating Procedures (NOP) and Emergency Action Plans (EAP). These outline how activities are safely managed and the actions required in an emergency. As part of your placement, you will complete the STA Aquatic Helper Award Scheme, an in-house mentoring programme introducing volunteers to aquatic activities, safe practice, and your responsibilities within SDSG.

Before taking part in any specialist or higher-risk activities—including pool snorkelling, aquafit, or similar activities where increased risk exists for those with long-term health conditions—you must complete and return a Physical Activity Readiness Questionnaire (PAR-Q).

Whilst every effort is made to minimise risks and maintain a safe environment, aquatic activities naturally involve inherent risks. These are accepted by the volunteer and, where applicable, the parent/guardian as part of this placement.

Data Protection & Your Information

To support your placement, SDSG will collect and process your personal information in accordance with UK Data Protection Law (UK GDPR and the Data Protection Act 2018). Your information will be used only for purposes related to your placement, such as safeguarding checks, communication with your parent/guardian or education provider, and assessing your suitability for volunteering. In safeguarding situations, SDSG may share information without consent where necessary to protect a young person from harm, in line with UK GDPR and statutory guidance. Full details on how we collect, use, and store personal data are available in the SDSG Privacy Notice at www.sdsd.org.uk/legal.

Safeguarding & Your Safety

SDSG is committed to safeguarding all children, young people, and adults at risk who participate in our activities. Because volunteer placements involve direct contact with vulnerable participants, we follow strict safer-recruitment and supervision procedures. All volunteers must act within SDSG's Volunteer Code of Conduct and Ethical Code, available at www.sdsd.org.uk/legal. Parental/guardian consent is required for under-18s, and volunteers will always be supported by trained, DBS-checked adult volunteers.

Risk Assessment for Under-18 Volunteers

To ensure your safety and wellbeing, an Under-18 Volunteer Risk Assessment will be completed during your first SDSG swim session. You will also be assigned a Volunteer Buddy, who will mentor and supervise you and act as your main point of contact, alongside support from the Volunteer Engagement Worker. This ensures you are appropriately supported, supervised, and able to undertake activities safely and confidently.

If you have any questions about volunteering, safeguarding, or how your information will be used, please contact SDSG at contactus@sdsd.org.uk.