**<insert logo here>**

**APPLICATION FORM**

**INDEPENDENT CUSTODY VISITOR**

Prior to completing the form, you should fully read the person specification and job description for the role. Please also note the eligibility section of the form and contact **<insert email address here>** if you have any questions prior to completing the form.

**Panel**

Please tick which ICV Panel you are applying to be a member of

|  |  |
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**Personal Details**

|  |  |
| --- | --- |
| Surname |  |
| Forenames (in full) |  |
| Any other names by which you have been known |  |
| Date of Birth |  |
| National Insurance Number |  |
| Nationality |  |
| Non UK British Citizens – is your stay in the UK free of restrictions? | YES/NO . **If no** please state why not |
| Permanent address including postcode  |  |
| Email address |  |
| Mobile phone number |  |
| Home telephone number |  |
| Work telephone number |  |
| Employer’s name and address including postcode |  |
| Do you have a current valid full UK driving licence? |  |

**Eligibility**

|  |  |
| --- | --- |
| If less than three years at permanent address please state previous address(es), including postcode.  |  |
| Have you ever been cautioned or convicted of any criminal offence or are you currently the subject of any police investigation or prosecution? You must declare all cautions or convictions. *(By virtue of the Rehabilitation of Offenders Act 1974 (Exceptions) order 1975 the provisions of the Rehabilitation of Offenders Act 1974 do not apply to this application).*  | YES/NO |
| Are you a currently a Police Officer, Police Community Support Officer, serving in the Special Constabulary or a member of police staff? | YES/NO |
| Are you currently a member of a Police and Crime Panel or a member of staff of a Police and Crime Commissioner | YES/NO |
| Are you a serving Justice of the Peace (Magistrate)? | YES/NO |
| Are you related to, or have a close personal relationship/friendship with anyone working for the Police? Please state their name, status with the organisation and relationship with you | Name |
| Status |
| Relationship |
| Other than as listed above do you have any direct or indirect involvement in the criminal justice system? | YES/NO **If yes** please give details |
| Are you or any relative or associate a member of any extremist group. Do you have contact with or support by any means the activities of any group pursuing extremist aims? These include Animal Rights or Environmental groups, and those holding extreme Left or Right Wing political views that may contradict the duty to promote race equality?  | YES/NO **If yes** please give details |
| *Please note that if you answer yes to any of the questions above, it may affect your ability to become a custody visitor* |
| Do you have access to electronic technology (i.e. computer, tablet or mobile phone) to send and receive e-mails and communicate with in relation to this role?  | YES/NO |
| Are you able to undertake **<insert commitment required here>** visits which will include occasional evenings and weekends? | YES/NO |
| Are you able to attend Panel meetings **<insert number/details of meetings here>** | YES/NO |
| Are you able to attend the annual meeting and training events **<insert likely demand here>** | YES/NO |
| This role requires that you are vetted by the police in order to access custody suites, are you happy to undertake the vetting process? | YES/NO |

**Personal Statement**

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| --- |
| Why do you wish to be an independent custody visitor? (400 word maximum) |

|  |
| --- |
| Please give details of any relevant interests, skills or experience that you would bring to the role, including other voluntary work, if appointed (400 words maximum) |

|  |  |
| --- | --- |
| How did you learn about independent custody visiting? |  |

**References**

Please give details of two referees, not related to you, who have agreed to support your application

|  |  |
| --- | --- |
| **Referee 1** |  |
| Name |  |
| Address including post code |  |
| Email address |  |
| Phone number |  |
| Occupation |  |
| **Referee 2** |  |
| Name |  |
| Address including post code |  |
| Email address |  |
| Phone number |  |
| Occupation |  |

|  |
| --- |
| **DECLARATION**I agree to the Office of the Police and Crime Commissioner making an enquiry to be cleared by police vetting procedures in connection with my application as a volunteer. I have read the information supplied to me concerning the duties and responsibilities of an independent custody visitor and would be prepared if my application is accepted to attend training sessions as necessary and complete the appropriate undertaking in respect of confidentiality.I declare that the information I have provided is accurate to the best of my knowledge and belief.I understand that:* The independent custody role will be subject to the receipt of satisfactory references and vetting checks and may be subject to a medical examination.
* If any information provided is found to be untrue or is found to have been deliberately withheld, this will result in any offer of a volunteering role being withdrawn.
 |
| Signed |  |
| Date |  |

**Thank you for taking the time to complete this application**.

Please return your completed application form to **<insert name and email here>**