



Hobb Lane
Hedge End
Southampton
Hampshire
SO30 0GG

Tel: 01489 782075

Email: adminoffice@freegrounds-inf.hants.sch.uk

Headteacher: Ms N. Riches BEd (Hons) NPQH
Administrative Officer: Mrs C. Haines

Deputy Headteacher: Mrs S Jones BA (QTS)
Assistant Headteacher: Miss E Webb Bed (Hons)

Volunteering at Freegrounds Infant School

Thank you for offering to be a volunteer at Freegrounds Infant School. In order to ensure good safeguarding practice we ask all volunteers to complete and return the following forms:

- Application Form
- Childcare Disqualification Form

We will then arrange for an online Disclosure and Barring Search (DBS) to be initiated. The application will be sent by email: please check your inbox and spam for the email link.

Please complete the online form and bring your identification documents into school to ensure us to complete the process:

1. Proof of right to work in the UK – e.g. passport, birth certificate,
2. Proof of date of birth, e.g. driving licence, birth certificate,
3. Proof of address, e.g. recent utility bill (not mobile phone), bank statement or council tax statement (dated within the last 3 months).

Please remember to bring the DBS certificate into school once you have received it so that we can take a copy of it.

Once we have completed all checks you will be contacted by the school office and invited into school for your induction.

If you have any questions in the meantime, please do not hesitate to contact me.

Carly Haines, Admin Officer